



RESPECT – RESPONSIBILITY – HONESTY – KINDNESS

Woodridge Primary School

Southover, North Finchley, London N12 7HE 0208 445 5478

office@woodridge.barnetmail.net

Co-Headteacher: Mr Colin Dowland

Co-Headteacher/Deputy: Miss Laura Monro

CARETAKER VACANCY (Required for June/July 2024)

May 2024

Salary: School Facilities Level 4 Grade E £29,139 – £30,963 – 35 hrs p/w

Actual Salary Pro Rata: £28,264 - £30,034

Hours: 7.30 to 11.00am and 2.15 to 5.45pm) Permanent.

We are looking to appoint an enthusiastic, conscientious and self-motivated caretaker who will play a key role in maintaining our school site to ensure a welcoming and safe environment for our whole community.

- Are you someone who is reliable, proactive, hardworking and flexible?
- Have you got good organisational skills – with the ability to plan, schedule and evaluate your own work?
- Do you take a genuine pride in your place of work – have you got DIY skills and the ability to competently carry out minor repairs, general maintenance and basic decorating?
- Will you be able to demonstrate good inter-personal skills with all members of our school community – children, parents/carers, colleagues, governors and the many visitors that come to Woodridge Primary School?
- Do you enjoy learning new skills and keeping up to date with procedures? We will need you to be responsible for Health and Safety on site
- Are you committed to being fully involved in all aspects of school life at – upholding our values-based ethos on a day-to-day basis and at special weekend and evening events too?
- Yes? Then why don't you apply to be a caretaker at our really lovely school?

We offer:

- A friendly staff who work together and support one another
- Governors who are understanding and ambitious for our school
- A caring school community with supportive families and a thriving parents' association
- A commitment to your ongoing training

Visits to the school are warmly encouraged, please email: office@woodridge.barnetmail.net to make an appointment with Co-Headteachers Colin Dowland or Laura Monro.

Completed application forms should be returned to the office email by **Friday 14th June at noon**. DO NOT APPLY THROUGH THE TES PORTAL. We will contact you if you are selected for interview in the week of 17th June.

Woodridge Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced DBS check and satisfactory references.

Colin Dowland & Laura Monro – Co-Headteachers



Southover, North Finchley, London, N12 7HE

Tel: 020 8445 5478 Fax 020 8343 8614

email: office@woodridge.barnetmail.net

