



Premises Assistant

Scale 4, Spine points 7-10 £29,412 - £30,771 (All year round)

We are looking for a Premises Assistant to join the WCL Federation and our effective and vital premises team. Our federation vision is to create an excellent and inclusive school community where children thrive and strive to become the best version of themselves. Staff and governors are united in their passion and commitment to ensuring our pupils are given the opportunities, motivation and direction they need in order to succeed. Our pupils are happy and confident young people, who are proud of their achievements and want to excel.

The WCL Federation is a diverse and vibrant community; we benefit from a rich variety of cultures and traditions. The federation is made up of Woodmansterne School & Sixth Form and Crown Lane Primary School. As a new federation, we are looking to extend our team and employ exceptional staff who share our values and determination to ensure that WCL pupils receive an excellent, inclusive education.

We are looking for an excellent Premises Assistant with:

- an understanding of the main Health & Safety Regulations, including COSHH and how they apply in a school environment;
- experience of keeping records;
- experience of undertaking a range of caretaking duties;
- the ability to identify work priorities and manage his/her own workload, whilst ensuring that lower priority work is kept up to date;
- the ability to work effectively as part of a team, understanding the schools' roles and responsibilities and their responsibilities as a school employee;
- the ability to work independently as required and use his/her own initiative, dealing with any unexpected problems that arise;
- experience of taking direction and working in collaboration with colleagues, parents, pupils, governors and the school community;
- effective interpersonal and communication skills.

The successful applicant will work across both schools, so the ability to move between sites is essential.

Our strong and experienced leadership team are committed to providing an exceptional and enriching education for all our young people.

Closing date: **9am, Friday 1st December**

Interviews: **Week commencing 4th December**

To start: **As soon as possible**

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested in the post, please submit your application as early as possible.

You can find out more about this post and our schools by visiting our websites www.woodmansterne.london and www.crownlane.lambeth.sch.uk where you will find our applicant pack and additional, essential information about our schools.

Please email your application to: recruitment@woodmansterne.london.

The WCL Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers or external agencies to share this commitment. Successful candidates will be asked to apply for an Enhanced Disclosure and Barring Service check. Further information can be found at www.gov.uk. The WCL Federation is an equal opportunities employer and particularly encourages applications from Black, Asian and Minority Ethnic candidates, as these groups are underrepresented throughout the education system nationally.