

## Job Advert



### Blossom Lower School and Upper House

(for pupils aged 3 – 19)

Blossom House School, Station Road, Motspur Park, KT3 6JJ

Tel: 020 8946 7348 Fax: 020 8944 5848

Email: [mpadmin@blossomhouseschool.co.uk](mailto:mpadmin@blossomhouseschool.co.uk)

[www.blossomhouseschool.co.uk](http://www.blossomhouseschool.co.uk)

## School Mini-bus Driver

Blossom House is an **Ofsted-rated "Outstanding"** specialist school for children aged 3 – 19 years of age with speech, language and communication difficulties.

We have an opportunity for a mini-bus driver to join our School. Proactive, reliable and friendly, you will be responsible for driving the students and staff between our Motspur Park site and various outdoor locations and maintaining a good, safe internal and external vehicle.

The minibus will operate term time only and hours are variable between 9am to 4pm, Monday to Friday.

#### The ideal candidate will:

- Category D1 (WITHOUT 101 RESTRICTION) Minibus or D Bus / Coach driving licence entitlement).
- Driver CPC Card
- Experience of driving children with special educational needs
- Be pro-active, confident and friendly.
- Have good inter-personal skills, used effectively when interacting with pupils, staff and visitors.

**The role is temporary**

**Closing Date: 11<sup>th</sup> December 2023 (early applications encouraged)**

**Start Date: ASAP**

If you wish to apply for this post, please download the application form from the school website: [www.blossomhouseschool.co.uk/vacancies](http://www.blossomhouseschool.co.uk/vacancies) and email your completed form detailing how you meet the requirements of the person specification to [recruitment@blossomhouseschool.co.uk](mailto:recruitment@blossomhouseschool.co.uk).

For further information please contact:

James Stavert, Director of Operations, e-mail: [james@blossomhouseschool.co.uk](mailto:james@blossomhouseschool.co.uk) or Lucinda Leathes, Provision Lead, e-mail: [cinders.leathes@blossomhouseschool.co.uk](mailto:cinders.leathes@blossomhouseschool.co.uk)

*Blossom House School is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safer recruitment process, including an Enhanced DBS check, the disclosure of criminal records and vetting checks.*

*We can only shortlist based on completed applications and not CV's alone.*

## Job Description

<b>Job Title:</b>	School mini-bus driver
<b>Reports to:</b>	Director of Operations/Provision Lead
<b>Accountable to:</b>	Principal
<b>Contract term:</b>	Temporary, variable hours to share with additional drivers
<b>Salary per annum:</b>	Up to £15 per hour

## Responsibilities and Duties

### Driving

- To drive the students and staff between our Motspur Park site and various outdoor locations in our school vehicle.
- To maintain a clean, safe internal and external vehicle.
- To be responsible for the safety, comfort and welfare of the pupils and staff.
- To upload tacho information as required.
- To carry out driver's daily and weekly vehicle checks, and to carry out basic maintenance, ensuring the vehicle is roadworthy.
- To take the minibus for 8 weekly maintenance checks and VOSA MOT.
- To report any vehicle defects, faults, incidents and accidents.
- To refuel vehicles as required.
- To maintain and help to promote a good school image, working attire should be worn at all times and kept in a clean and tidy condition.
- To work within health and safety guidelines and other guidelines that may be issued from time-to-time.
- To work within the constraints and guidelines as set out in the school's Driving Policy.
- To be available at all times during the working day to pick up/return groups of children and staff visiting off site locations.

### Miscellaneous Tasks

- To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential and sensitive information.
- To be fully aware of, and adhere to, all applicable Blossom House School Policies
- To be flexible and carry out any such other duties as may be reasonably required and directed by the Operations Director or Provision Lead.