



passion for education  
team player  
enthusiasm  
a belief in the trust  
professional integrity  
approachable  
drive to succeed  
compassion  
personality  
professional friend  
courtesy and care  
passion  
emotional intelligence  
child focused  
work ethic  
reliability  
commitment  
listening  
trustworthy  
honesty  
vision  
problem solving  
skilled  
loyal  
credibility  
listening skills  
ambition  
integrity  
dedication  
resilience  
empathy  
expertise  
precision  
patient  
engaging  
kindness  
openness  
professional  
understanding  
flexibility  
trustworthiness  
respectfulness  
drive  
personable  
knowledgeable  
approachability  
compassionate  
care  
responsibility

**START DATE:** 05 January 2026

Updated November 24

At HET, we aim to put the child at the centre of everything we do. We believe that by doing this, it drives our ethos and values to do the best we can for our children.

### ***'What about Sam'***

Sam is the name we have given to the notional Hamwic child. By asking ourselves 'What about Sam?' we ensure that we put our pupils at the heart of our decision making.

### **JOB/PERSON SUMMARY:**

Are you a proactive leader with a knack for facility management? Bring your skills to our dynamic and successful team and oversee the maintenance, safety, and functionality of our school site. From coordinating repairs to ensuring compliance with health and safety regulations, you'll play a vital role in creating a happy learning environment for our pupils. Enjoy a supportive work culture, competitive benefits, and the opportunity to make a real difference in the lives of the pupils and our school community.

If you are a highly motivated and experienced individual who has a good range of practical DIY skills and who will take great pride in ensuring our school offers a safe and appealing environment for pupils, staff and visitors, then please apply!

This is a key role in our school, as you will have responsibility for security, safety, general maintenance and to ensure the cleanliness of our school buildings and extensive grounds.

You will also be looking to help maintain an enticing and vibrant school environment, to support our ongoing vision of enjoyment in learning.

Please review the attached job description for full role responsibilities.

### **WE ARE SEEKING A PROFESSIONAL INDIVIDUAL WHO WILL:**

- Manage the school site, grounds and buildings including undertaking morning site inspections, identifying any issues/risks
- Oversee security for the site, arrange locking and unlocking of the premises and be a key holder
- Ensure that the highest standards of Health and Safety are maintained including undertaking regular training to ensure compliance with current legislation
- Enjoy working in a child-centred environment taking pride in all aspects of their work to ensure our school buildings and grounds are maintained to a high standard
- Be a positive and professional face of our school community
- Work proactively, to their own initiative appropriately prioritising their work.
- Work in a flexible manner to meet the needs of the school.
- Ensure that a high level of confidentiality and professionalism is maintained

### **WE CAN OFFER YOU:**

- Excellent CPD opportunities and Training and Development Programmes
- In-house Teaching School
- An individual induction programme supported by a mentor
- Networking groups for Teachers, Business Managers, Site Teams and IT staff
- Eligibility to join the Local Government Pension Scheme
- Generous holiday entitlement for staff working 52 weeks per year which increases with length of service

- Free eye tests up to the value of £25 for users of VDU equipment and contribution up to the value of £60 towards the purchase of glasses specifically for the use of display screen equipment (where all conditions are met)
- Opportunity to become a school workplace Health and Wellbeing representative, meeting with other schools on a termly basis and feeding into the Health and Wellbeing strategy
- Access to the Trust Health and Wellbeing pages
- Access to a staff benefits portal through Vivup
- Free confidential telephone and face to face counselling for staff and family members

#### **APPLICATION PROCEDURE:**

Should you wish to apply for this vacancy, please view the job description and complete the application form which can be found at [www.hamwic.org](http://www.hamwic.org) and return to the School Business Manager Carolyn Coleby, [ccoleby@gatcombeprimary.co.uk](mailto:ccoleby@gatcombeprimary.co.uk)

We would really welcome a visit before applying so that you can see our school in action. Please contact Carolyn Coleby in our school office to arrange a tour. Please note, any candidates requesting a tour will be asked for their current place of work which will allow the school to verify, where possible, the name and place of work given. Potential candidates will be asked to bring their current school ID and/or photographic ID as proof when they visit the school for a tour.

#### **SAFEGUARDING:**

All schools within HET are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Successful candidates will be subject to online searches.

#### **THE RIDINGS PARTNERSHIP**

The Ridings Partnership is part of an umbrella Trust called the Hamwic Education Trust. At the Hamwic Education Trust we offer unique opportunities for those individuals that excel in education.

We aim to deliver an outstanding education to our pupils and to do so we must employ **outstanding** people.

We offer a training pathway for all employees including teachers, support staff and our middle and senior leaders.

Our staff have opportunities to work on cross phase projects and to work in other schools within the Trust in order to gain invaluable experience and enhance their skills.