



# Site Manager

## Springdale First School



<b>Location:</b>	Springdale First School
<b>Contract:</b>	37 hours per week, <i>52 weeks a year</i>
<b>Salary:</b>	Between £31,537 to £34,434 per annum (actual)
<b>Application deadline:</b>	20 <sup>th</sup> April 2026
<b>Interview date:</b>	28 <sup>th</sup> April 2026
<b>Start Date:</b>	As Soon as Possible, to be discussed

Springdale First School is an '**outstanding**' (**Ofsted October 2024**) school, in a beautiful setting, situated in the Broadstone suburb of Poole. We are a two-form entry school for children from Reception to Year 4 (age 4+ to 9+).

Springdale is a child centred, caring school with high aspirations for all. We are outstanding in all areas because of the hard work and enthusiasm from staff, governors and children.

Our motto, "Imagine, Believe, Achieve", reflects our commitment to encouraging creativity, self-belief, and ambition in every child. As a school, we place a strong emphasis on developing confidence and independence in learning, creating a safe and inclusive environment as well as ensuring that we are preparing children for future educational success.

You will be joining a dedicated team that is passionate about making a difference. As a member of our team, you will have the opportunity to shape learning experiences that are creative, inclusive, and meaningful. We are committed to the professional development and wellbeing of our staff. We offer high-quality training, mentoring, and opportunities for career progression.

Springdale First is in the Hillary Partnership of Hamwic Education Trust (HET); a large, fast-paced multi-academy trust with currently 37 schools across the South Coast: Portsmouth, Southampton, Poole and Dorset. The Hillary Partnership is a multi-academy partnership based in Poole and Dorset. This enables us to work closely with other schools, enabling staff to develop alongside other colleagues beyond our school, sharing joint professional development opportunities and leadership networks.

### **Role Summary:**

Springdale First School is seeking to appoint a proactive, motivated, and skilled Site Manager to join our friendly and dedicated team. This is an exciting opportunity for someone with strong practical abilities and a commitment to maintaining high-quality learning environments.

This varied and rewarding position involves working 3 days a week at Springdale First School and 2 days a week supporting other nearby schools within the Trust.

You will play a key role in ensuring that our school sites are safe, well-maintained, and welcoming. From coordinating repairs to upholding health and safety standards, you will help create an environment where our pupils can thrive.

We warmly encourage prospective applicants to arrange a visit so you can experience our school in action and meet the team.

If you are a highly motivated individual who enjoys practical work, being part of a collaborative team, and is ready for a new challenge, we would be delighted to receive your application.

### **We are seeking a professional individual who:**

- Can oversee the effective management, compliance, safety, cleanliness, maintenance and security of the school site, including all furnishings and grounds in line with the expected standards of the School and HET
- Is able to plan, organise, execute and inspect all relevant works related to the effective maintenance of the school site
- Has excellent practical DIY and trade skills
- Is able to line manage site staff, including site assistants and cleaning teams.
- Is a natural multi-tasker
- Has strong written, communication and interpersonal skills
- Is detail-oriented with a 'right first time' mindset, completing work to a high standard
- Is a self-starter who is motivated to use initiative and has a good attention to detail

### **What we offer you:**

- An opportunity to be part of a collaborative team with a shared vision of excellence
- A real career path in a thriving and respected organisation
- Flexible working approach, where possible
- Excellent training and development programmes and opportunities
- Eligibility to join the Local Government Pension Scheme / Teacher Pension Scheme
- Generous holiday entitlement, increasing with length of service (support staff)
- Access to our benefits portal offering a full range of discounts available through Lifestyle Savings
- Access to wellbeing support through our Employee Assistance Programme, this includes free confidential telephone and face to face counselling for employees and family members
- Access to financial wellbeing support through a company that provides comprehensive guidance on all things mortgage related
- Eligible for a Blue Light card

### **About Hamwic Education Trust:**

HET is fully committed to developing an outstanding workforce. We are a friendly and supportive community of professionals working hard to ensure that our schools are enabling children to grow and develop for the future.

We have talented staff working in leadership, teaching and support roles throughout our schools and committed professionals working in the Managed Services team covering education, safeguarding, HR, IT, finance and estates. This experienced team supports our schools and is responsible for the successful delivery of our multi-academy trust.

As an employer, we support our staff to grow through continuing professional development and there is a range of apprenticeships and other opportunities available throughout the Trust to extend your knowledge, skills and career prospects.

HET celebrates the uniqueness of our pupils, our staff and our schools and we aim for everyone to achieve their full potential through the pathways of opportunities available.

HET recognises that by valuing and promoting equal opportunities in employment for all employees and job applicants and avoiding unlawful discrimination in employment and delivery of services, we will be able to deliver first class education and value the differences our workforce brings to HET.

### **Application Procedure:**

If you would like to discuss the role further, please contact Mrs Tamsin Sandford, Operations Manager by emailing [hr@springdale.poole.sch.uk](mailto:hr@springdale.poole.sch.uk) to arrange an informal chat or have a tour of the school. 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.

If you wish to apply for this position, please complete an application form which can be found at [Job vacancies | Careers | Hamwic Education Trust | Multi-academy Trust](#) and return to [hr@springdale.poole.sch.uk](mailto:hr@springdale.poole.sch.uk).

**CV's will only be accepted along with a completed application form.**

**Please note, we may close the advert prior to the advertised closing date should we have sufficient applications. We strongly encourage prospective applicants to apply as soon as possible.**

Hamwic Education Trust (HET) are committed to safeguarding and protecting the welfare of our pupils and we expect all staff and volunteers to share this commitment.

All posts are subject to a safer recruitment process which includes enhanced criminal record and barring checks, scrutiny of work and training history, robust referencing, and other vetting checks. Successful candidates will also be subject to online searches.

Our safeguarding system is underpinned by a range of policies and procedures which encourage and promote safe working practice across HET.

All HET employees are required to undergo continuous professional development to maintain safe working practices and to safeguard our pupils.