

## Site Assistant – Fixed Term



Are you motivated, practical, and passionate about creating a safe, welcoming, and well-maintained environment for young people to learn and thrive? Join Cranbourne, a thriving school rooted in the values of **Care**, **Challenge**, **Creativity**, and **Community**. We're seeking a reliable and dedicated Site Assistant to play a vital role in the smooth running of our school.

### About Us

Cranbourne is a welcoming, inclusive, and forward-thinking school, where dedicated staff and a diverse student body create a vibrant community. With our recent Ofsted inspection highlighting our strong practice and supportive culture, our school continues to grow. Our ethos is built on collaboration, innovation, and supporting each other to maintain a positive work-life balance.

### The Role

We are looking to appoint a proactive and skilled Site Assistant to support the Site Manager in ensuring the school buildings and grounds are safe, clean, and well maintained.

This varied and hands-on role includes:

- Supporting the opening and closing of the school site
- Carrying out general maintenance and repairs across buildings and grounds, including the swimming pool
- Helping to ensure the site remains safe, secure, and compliant
- Assisting with setting up rooms and equipment for events
- Responding to day-to-day site issues and supporting staff across the school
- Working as part of the site team to ensure the smooth daily running of the school

The successful candidate will be required to work shifts, including some evenings and weekends. Training will be provided where needed.

We are looking for a candidate who:

- Is reliable, adaptable, and motivated to take pride in the appearance and functionality of the school
- Has a range of practical skills and is confident completing general maintenance tasks
- Communicates clearly and enjoys working both independently and as part of a team
- Is flexible and able to respond effectively to the needs of a busy school environment
- Is keen to learn and develop further skills as part of a supportive team

### What We Offer

We provide our staff with a wide variety of professional development opportunities. Alongside an excellent induction programme, we offer a supportive working environment and ongoing professional learning to help you grow and succeed in your role.

### Our Community

At Cranbourne, **Care** for students and staff is at the heart of all we do. We thrive on **Challenge**, inspiring students to achieve their full potential. We foster **Creativity** in our teaching and encourage students to think beyond the classroom. And, above all, we celebrate our **Community**, ensuring every member feels valued and supported.

### Safeguarding Statement

Cranbourne and Hampshire County Council 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.

**Salary:** Grade B: £24,796 to £25,128 per annum plus shift allowance (14%)

**Hours:** 37 hours per week, (hours are worked on a shift pattern and include working one week-end in three)

**Contract:** Fixed Term (1 year), 52 weeks

**Closing Date:** 12pm, Friday 20 March 2026

### **How to Apply**

To apply, please complete HCC's Support Staff form and email it to

**s.owen@cranbourne.hants.sch.uk**. For further information, contact Suzi Owen via 01256 868600.

Learn more about our school at [www.cranbourne.hants.sch.uk](http://www.cranbourne.hants.sch.uk).