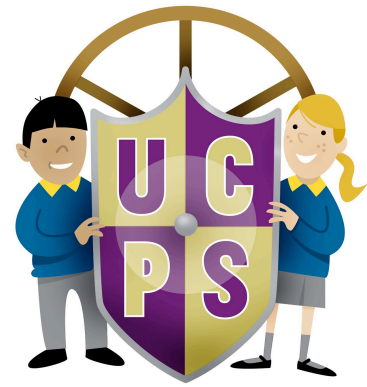


USWORTH COLLIERY PRIMARY
Manor Road, Sulgrave, Washington, NE37 3BL
Tel: (0191) 4178888

Email: Info@usworthcolliery.co.uk
Web: www.usworthcolliery.co.uk @UCPrimary
Headteacher: Mr. Gary Wright
Number on Roll: 410



CARETAKER

Grade 4 Scale point 22-25 £21,074 - £23,111

Permanent. Full time.

REQUIRED FOR Monday 22nd April 2019 or as soon as possible after this date.

CLOSING DATE: Noon on Tuesday 19th March 2019

Dear Applicant

We are looking to appoint a reliable, enthusiastic and conscientious caretaker. The successful candidate will be joining a highly skilled and committed team of staff and governors, who work together with the whole school team to ensure that the school premises and site are clean, safe and well maintained.

Please note that the caretaker is the main keyholder and will be responsible for opening the school each morning. However, the cleaning company that work after school are responsible for daily locking up. We would also like the caretaker to take relevant training in order to drive the school minibus.

Completed application forms and accompanying letter of application should be returned to Gary Wright, Headteacher, **by 12 noon on Tuesday 19th March 2019.**

Your letter of application should be no more than 1 side of A4 and indicate what makes you an **outstanding candidate** for our school and which special qualities/skills you could offer if appointed.

Interviews will take place on Friday 22nd March.

Shortlisted applicants will then be invited to a formal interview. Prior to the formal interview all candidates will have a tour of the school and complete a simple unseen task.

Visits to our school are warmly welcomed. Please contact the school office to book an appointment for one of the following allocated time slots:

- **Monday 11th March** **9am**
- **Thursday 14th March** **3pm**
- **Friday 15th March** **3pm**

Applicants can also contact me via email with any questions regarding the position.

Thank you for your interest in the vacancy advertised. Everyone at Usworth Colliery Primary is extremely supportive, committed and hardworking. We are looking for candidates, who are highly motivated and challenged by the prospect of working in this well regarded and friendly school. We are a school that expects extremely high standards from all staff and pupils. We have a philosophy of team work and a clear vision for continued success.

We look forward to receiving your application and meeting you.

Yours sincerely,

A handwritten signature in black ink, which appears to read 'G. Wright'.

Gary Wright (Headteacher)

School information

Usworth Colliery Primary school opened in 1929. The school is a traditional building that has undergone significant refurbishment over the last 10 years and we continue to make changes to meet the needs of education in the 21st Century. This has improved security, access and the general quality of environment for staff, pupils and the wider community.

There are currently 410 pupils on roll, all in single age classes. This two-form entry intake has remained stable over the last six years with an increase in pupil numbers resulting in some year groups being over- subscribed. We have a successful resource provision for 13 pupils with ASD from the Local Authority and have a Thrive provision to support the most vulnerable pupils within our school who struggle to manage their behaviour.

There are 26 members of teaching staff including the Headteacher. Teaching staff are supported by 15 teaching assistants.

In addition to a school business manager, we employ a school administrator, a finance officer and a Family Liaison/Attendance Officer. We have a caretaker and 6 lunchtime supervisory assistants. Cleaners and kitchen staff are employed through a private company. We employ an ICT technician for 0.5 days a week and a Counsellor for 2 days a week. All of the above make a significant and valuable contribution to the overall work and success of the school.

The school is fortunate to have a dynamic and supportive governing body that plays an important role in the life of the school. Parental and community support for the school is very good, but we are always looking at ways to develop links.

The senior management team currently consists of Head Teacher, Deputy Head Teacher, Assistant Headteachers and four other staff, including Core Subject Leaders.

You can find further information about the school through our website (particularly the weekly newsletters).