



**School Name: Raynham Primary School**  
**Address: Raynham Avenue, Edmonton, N18 2JQ**  
**Telephone: 0208 807 4726**  
**Email: [office@raynhamprimary.org](mailto:office@raynhamprimary.org)**  
**Website: [raynhamprimaryschool.org](http://raynhamprimaryschool.org)**

**We are looking for an Assistant Site Manager to join our site team.**

The Children First Academy Trust is a growing Trust, bringing together schools that believe in the power of excellent education. We value and invest in our staff. We're creating a structured professional learning offer and enjoying embedding a culture of continuous development for all.

We are looking for an individual who has experience in site management or building maintenance, has strong organisational skills with an attention to detail. Our new site assistant will need an ability to work efficiently individually and as part of a team. Every day can be different and we are looking for someone who can multitask.

You'll also have:

- a local government pension scheme with generous employer contribution
- Employee benefits and rewards, including a cycle to work scheme
- Employee assistance programme

Not sure you have everything you need to fulfil the role? We recommend you apply; we are happy to develop someone, our staff are brilliant and will support you all the way. Have a look at our website and get in touch to book a time to visit us.

We are looking for candidates who are:

- Motivated, inspirational and hard working
- Committed to promoting high standards
- Team players who promote positive behaviour across the school
- Willing to contribute to the life of the school and its community

**Post: Site Assistant Manager**

**Hours: 36-40 Hours per week x 52 weeks per year.**

**Closing date: 31/01/2025**

**Interviews: Shortlisted candidates will be contacted for interview.**

**Salary Scale: Band A Spinal Point 10**

**Actual Salary: £30,630**

**Contract Term: Permanent**

**Start Date: ASAP**

**Further information:** 

Visits are warmly welcomed, please contact the school office to arrange a mutually convenient time.



**Application packs can be found on our school website [raynhamprimarieschol.org](http://raynhamprimarieschol.org) and Trust website [www.childrenfirsttrust.co.uk](http://www.childrenfirsttrust.co.uk)**

Completed application forms should be emailed to [office@rayhamprimary.org](mailto:office@rayhamprimary.org)  
Applications for part-time/job-share welcome.  
We reserve the right to call in candidates for interviews ahead of the closing date.

Children First Academy Trust is creating an inclusive environment, promoting equality and valuing diversity.

We are committed to safeguarding and promoting the welfare of children. We expect all staff and volunteers to share this commitment.

*Prior to appointment, the successful applicant will be required to pass our vetting checks including social media checks and an Enhanced Disclosure from the Disclosure and Barring Service. If you have lived abroad, you will need to provide an overseas criminal record certificate.*