



St Chad's

Patchway CE VC Primary School
 'Learning to love, loving to learn'

PERSON SPECIFICATION FOR CARETAKER

QUALIFICATIONS	
Essential	Desirable
<ul style="list-style-type: none"> • Good level of general education. • Some previous knowledge and experience of relevant health and safety procedures, operation of cleaning equipment and cleansing agents. • Good level of general maintenance skills. 	<ul style="list-style-type: none"> • Previous training linked to premises management (COSHH, Alarm Systems, Working at Height, Asbestos Awareness, Health and Safety, Fire Warden/Marshall, Playground inspection training). • Evidence of continuing professional development.
EXPERIENCE	
Essential	Desirable
<ul style="list-style-type: none"> • Good general awareness of premises and safety issues. • An ability to identify and respond to potential hazards. • General maintenance experience. 	<ul style="list-style-type: none"> • Plumbing experience. • Carpentry experience. • Electrical experience. • Previous relevant experience working in a school. • Experience of premises management.
PERSONAL AND PROFESSIONAL QUALITIES AND SKILLS	
Essential	Desirable
<ul style="list-style-type: none"> • Excellent organisation and communication skills. • An ability to work collaboratively as part of a team. • Is committed and proactive in safeguarding children. • Is sympathetic with the aims and ethos of a Church of England School. • Is hardworking and committed to high standards. • Is a well organised, reflective, flexible and creative practitioner, who seeks and accepts help, where appropriate. • Has a supportive, engaging and respectful nature. • Is committed to driving your own personal development. • Is able to remain calm under pressure. • Is able to prioritise workload effectively to meet deadlines and manage demands. • An ability to be self-directed and work proactively. • Focuses on attention to detail in work. 	<ul style="list-style-type: none"> • Is willing to attend extra training. • Is flexible with working the occasional later evening or Saturday.

KNOWLEDGE AND UNDERSTANDING

Essential	Desirable
<i>A person with good knowledge and understanding of:</i>	
<ul style="list-style-type: none">• Building security.• General maintenance.• IT, emails and standard office applications.• Child protection and safeguarding procedures.	<ul style="list-style-type: none">• An understanding of Health and Safety legislation.

LETTER OF APPLICATION/ Skills, Abilities, Knowledge and Experience

A letter of application is not necessary but you will need to succinctly present why you have applied for this post at this time, any relevant experience and skills and how this would relate to St Chad's CE VC Primary School either through the 'skills, abilities, knowledge and experience' information section of the application form or through a letter.

REFERENCES

Two fully supportive references will be sought, one of which will be from a person with whom you work at present or most recent placement.

St Chad's is committed to safeguarding and promoting the safety and welfare of children and young people. All staff and volunteers are expected to share this commitment and all appointments will be subject to appropriate vetting, including an enhanced DBS disclosure check.

The successful candidate has a responsibility to promote and safeguard the safety and welfare of children in accordance with the school's child protection policy.