



**WESTROP PRIMARY
& NURSERY SCHOOL**

WESTROP PRIMARY & NURSERY SCHOOL

Rivers Way, Highworth, Swindon, SN6 7DN

Tel: 01793 762897

Head Teacher: Mrs Cindy Acres

Email: head@westrop.swindon.sch.uk

Website: www.westropprimaryschool.co.uk

Site Manager

Westrop Primary School is an expanding, vibrant and welcoming school where the children are at the heart of everything we do.

We are seeking to appoint a skilled, conscientious and motivated site manager. This non-resident post is for 30 hours per week, on a split shift system to be worked over 5 days per week. This post will be a key holder and the shift system will be morning and late afternoon. Employment will be on a 52 week per year basis.

As a school we can offer:

- Comprehensive Professional Development opportunities within and outside of the school
- A flexible and supportive team with a shared vision
- A dedicated team who are passionate about building on our good practice
- The opportunity to take the school onto the next stage of its development.

Westrop Primary School is strongly committed to safeguarding and promoting the welfare of all children and expects all staff and volunteers to share this commitment. Therefore it is imperative that you provide all relevant information requested in order to meet this commitment. All appointments will be subject to satisfactory enhanced DBS clearances and references, which will be obtained prior to appointment. Proof of right to work in the UK will be required at the time of interview. Staff must work in accordance with the South West Child Protection procedures and Child Protection/Safeguarding Policy, and understand their role within the policy. Further details may be requested by telephone 762597 01793 or email admin@westrop.swindon.sch.uk

We actively encourage calls to our school where our Head Teacher or Business Manager will be delighted to discuss the post. Please contact the school office to arrange an appointment. Hard copy and email application forms are acceptable, but must be on a Swindon Borough application form, CV's will not be accepted.

Closing date: Friday 10th July 2020

Interview date: Thursday 16th July 2020

