



King's Group
Academies



King's Academy
Easthampstead Park

Ringmead, Bracknell, Berkshire, RG12 8FS

Tel: 01344 304567

info@kgaeasthampstead.uk

www.kgaeasthampstead.uk

Executive Headteacher: Mr D Littlemore

Head of School: Mr M Hall

Assistant Site Manager

Pay Grade: KGA-6, (point 9) FTE £29,170 per annum plus £753 London Fringe (starting on £15.12 per hour)

Hours: 37 hours per week – 52 weeks per year

Annual Leave: 26 days annual leave (rising to 30 days after 5 years' service), plus bank holidays

Overtime can be claimed for any additional hours with prior authority of the Executive Headteacher / Head of School as required. Overtime will be paid at the standard pay rates unless otherwise

Are you a proactive, reliable professional with a strong practical skill set?

We are looking for an Assistant Site Manager to help oversee the safety, security, and smooth day-to-day operation of our school premises. You must demonstrate flexibility and possess skills and a proven track record in building maintenance, or a strong desire and aptitude to learn on the job. Any existing knowledge of good Health and Safety practices would be a plus.

You will be required to deputise for the Site Manager and help coordinate the Site Team and daily workloads. Keyholder duties including opening/locking, alarm operations, and emergency response on a rota. Handle day-to-day repairs, heating/lighting, routine checks, and keeping grounds safe and clear. Complete statutory checks (fire, water, alarms) and ensure full safety policy compliance. Assist with school lettings, events, deliveries, portage, and contractor liaison.

This is a very exciting time to join us. In November 2022, we joined King's Group Academies (KGA). This has created excellent opportunities for teachers to share ideas and approaches across schools, for the benefit of our students. Our February 2026 OFSTED inspection report noted:

"Pupils enjoy coming to their happy and inclusive school. There is a strong ethos of mutual respect, courtesy and care for others."

"Pupils behave well in lessons and around school. They value the educational opportunities that they receive and want to succeed. Knowing their teachers have high expectations and want the very best for them encourages pupils to take pride in their work. Pupils confidently ask for help when they need it."

We aspire to provide an exceptional quality of education, driven by a core belief that all of our students deserve nothing but the best possible teaching and support in order to be happy, healthy and successful. If you feel you have the necessary skills, mindset and determination to join us on our journey, we would very much like to hear from you. Visits to the school prior to application are warmly welcomed.

Applications will be considered upon request; candidates are warmly encouraged to submit their application as soon as possible to stand the best chance of success.

Closing date: 9.00am, Monday 9 November 2026

To apply, please complete the application form which you can download from the advert on MyNewTerm or <https://www.kgaeasthampstead.uk/join-us/vacancies> or contact the Personnel Officer, at recruitment@kgaeasthampstead.uk. or 01344 390826.

Our recruitment has safeguarding at the heart of the process. We are committed to the safeguarding and promoting the welfare of children and young people and we expect all colleagues to share this commitment. Appropriate checks will be undertaken including an enhanced Disclosure and Barring Service (DBS) check.

www.kingsacademies.uk

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