

Dear Prospective Candidate,

Here at the Ashington Learning Partnership we are an exceptionally hardworking, dedicated, warm and friendly team and we are extremely proud of what we achieve. If the post of Caretaker sounds like the role for you, the following information will provide you with some additional information about the job as well as our Schools.

**About the Ashington Learning Partnership**

The Ashington Learning Partnership consists of two large primary schools (Bothal Primary School and Central Primary School), which collectively cater for over 1,500 pupils. The two schools are led by an Executive Principal and experienced Senior Leadership Team. Each school operates a lower and upper site provision and all four sites are based within the semi-rural town of Ashington, Northumberland.

We are very proud of our schools and work hard to ensure that they are vibrant and exciting places for young learners to be. We are fortunate to benefit from specialist facilities as well as modern buildings and grounds which allow us to provide a safe and stimulating learning environment for our whole community.

Both schools are at the heart of a very close community and work in collaboration with local businesses, parent groups and external agencies to extend learning beyond the classroom and into the lives and homes of the community that we serve.

**Working for the Ashington Learning Partnership**

Our Caretakers are the primary key holders to our sites and are responsible for ensuring all our buildings and premises are well maintained, safe, secure and clean. As Caretakers can very occasionally be called out to deal with emergencies and alarms, the role would be more suited to someone who lives fairly locally. Ideally we are looking for someone that has some previous experience of working as a caretaker within an educational setting but this is not essential as full training will be given to the right candidate. Some of the benefits we offer are:

* A competitive salary of £22,021 which will increase annually through incremental progression to £ 23,369 (subject to a nationally agreed annual pay award)
* 23 days annual leave increasing to 27 days after 5 years’ service
* Local Government Pension Scheme
* Occupational Sick Pay Scheme
* A standard 37 hour week (split shift working pattern)
* Callout and Overtime Allowances where applicable

**Application Process**

An Application Form is included in the pack along with completion guidance and these should be returned to us.  A Job Description and a Person Specification is also included for your information. The ALP Safeguarding Child Protection Policy and ALP Staff Equality Statement are also included. If you would like any further policies or information, please contact [jayne.hawkins@alptrust.co.uk](mailto:jayne.hawkins@alptrust.co.uk). Application forms and letters should be returned by email to [jayne.hawkins@alptrust.co.uk](mailto:jayne.hawkins@alptrust.co.uk) by 9am on Friday 19 March 2021.  Further details of the interview process will be sent to shortlisted candidates by email.

We take this opportunity to thank you for your interest in the advertised position and look forward to receiving your application form.