

The Redway School

Farmborough
Netherfield
Milton Keynes
MK6 4HG

Hollie Russell - 01908 206412
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Site Manager
E1 £28598 - E4 £31022
Permanent
Start date: 08/03/2026

About our School:

The Redway

About the Role:

Main purpose

The Site Manager is responsible for the building and grounds of the school and its nearby Transitions unit. They will provide a security and caretaking service to our school to minimise risks to the health and safety of those using the school site. The role will ensure the cost-effective use of materials and equipment and participate in the efficient and economic use of the school premises' resources. The post holder will plan and manage an ongoing maintenance programme of work.

Safeguarding of pupils remains paramount in all aspects of school processes.

Main Duties & Responsibilities

- To liaise with the Business Manager on a regular basis to discuss requirements, duties, and developments within the school
- To assess maintenance / space needs with the Business Manager on a regular basis and give advice and make recommendations for improvement
- To identify areas of improvement and undertake minor repairs inside and outside the building and around the school grounds including re-decorating and paint repairs
- Where necessary arrange for three quotes when procuring supplies or services as to maintain best value for repairs and maintenance
- To prioritise the programme of minor works at the school, taking into account urgent need and health and safety issues
 - To manage a budget for minor maintenance works and repairs
- Assess and carry out minor repairs and maintenance independently and commission experts where required
- To ensure playgrounds, paths and driveways are in a satisfactory condition, including puddle and snow clearing and salting as required

- General supervision of the playgrounds and open areas surrounding the premises, checking for hazards, maintenance or damage
- Undertake minor/simple repairs e.g. minor plumbing, changing light bulbs unblocking drains

In addition:

Security and Fire Safety

Lighting and energy

Porterage

Contractors

Training

Compliance

Closing date for applications: 06/02/2026

Alternatively, you can apply here: <https://mynewterm.com/jobs/110592/EDV-2025-RS-50384>