

White Spire School

Rickley Lane
Bletchley
MK3 6EW

*School Office - 01908 373266
admin@whitespireschool.org.uk*

Business Manager

Salary: Grade: G1 – G4/H1 – H4 Depending on experience Hours: 8am – 4pm per week, Mon - Fri (37.5 hours per week), 52 weeks per year

Permanent

Start date: 22/06/2026

About our School:

White Spire School is a Rec-19 year's special school in Milton Keynes. We cater for 170 students with Global Development Delay. As a school, we have carefully and meticulously created a curriculum that stimulates and challenges our young people.

“This post is subject to Safe Recruitment” and “An Enhanced DBS with Barring Check is required for this Post”

Shortlisted candidates will be subject to an online search.

“Milton Keynes Council is committed to making sure that everyone living in Milton Keynes is safe and protected and that our specific statutory responsibilities to safeguard children and vulnerable adults are effectively met”

About the Role:

White Spire School is seeking to appoint an exceptional Business Manager to play a central role in our school setting, providing strategic vision and operational deliverance.

- Has highly developed leadership skills and the ability to inspire colleagues, peers and teams
- Be proactive, flexible, highly motivated and will be responsible for the efficient running of the school office
 - Will support the Headteacher on a day-to-day basis
 - Will contribute to the development of the school
- Has the ability to manage a wide range of stakeholder relationships

Closing date for applications: 15/05/2026