



**Diocese of Hexham and Newcastle**  
**Within Bishop Bewick Catholic Education Trust**



**English Martyrs' Catholic Primary School**

*Loving Jesus, Loving Learning, Loving Life.*

Beaufront Gardens, Fenham, Newcastle upon Tyne, NE5 2SA Tel: 0191 2747463

Email : [office@emcps.co.uk](mailto:office@emcps.co.uk) Website : [www.emcps.co.uk](http://www.emcps.co.uk)

Head Teacher: Miss M Elliott

**Caretaker**

**SALARY GRADE N05: £23,023 to £24,920**

**Hours: 37 hours per week, Permanent, Full time**

**Split shift working pattern (please refer to job description)**

English Martyrs' Catholic Primary is a highly respected 2 form entry Catholic school providing a good education for all our pupils. The opportunity has arisen to appoint a Caretaker to our highly successful school to commence work as soon as possible.

English Martyrs' strives to wrap children in an atmosphere of care, love and fun. We aim to provide for their emotional, moral, social, spiritual and cultural development so that they will have excellent attitudes and relationships. The ideal candidate will be enthusiastic, reliable and trustworthy; someone who would make a positive contribution to the life of the school following the Catholic ethos.

Since April 2021, we have been part of the Bishop Bewick Catholic Education Trust, a family of 5 secondary schools and 39 primary schools from across Newcastle, North Tyneside and Northumberland, in the north of the Diocese.

The job is varied and includes maintenance of the school building, ensuring the premises are kept safe and secure, ensuring health and safety is adhered to, co-ordinating and overseeing the work of our team of cleaners and liaising with external contractors.

The successful candidate should have good interpersonal skills and become part of the school team taking the lead on all site-related maintenance.

**We can offer you:**

- a very strong Catholic ethos, where everyone is valued
- a warm welcoming inclusive school and hard-working and supportive team of staff
- highly motivated, friendly, polite and well-behaved children
- active and supportive governors, parents and parish community
- a strong commitment to continuous professional development and a network of support as part of the Bishop Bewick Catholic Education Trust

Application packs and further information about the school can be downloaded from the school website at [www.emcps.co.uk](http://www.emcps.co.uk) or sent out electronically by request to [office@emcps.co.uk](mailto:office@emcps.co.uk)

Prospective candidates are welcome to visit the school, prior to submitting their application, this can be arranged by contacting Mrs Julie Kenny (School Business Manager) on 0191 274 7463.

Completed applications and associated documents should be sent electronically for the attention of the Headteacher, Miss Maria Elliott [office@emcps.co.uk](mailto:office@emcps.co.uk)

After shortlisting, any successful candidates will be informed of arrangements for when the interviews will take place.

**Closing date: Noon on 21<sup>st</sup> October 2022**

**Interview Date: To be confirmed**

The Governing Body and the Diocese of Hexham and Newcastle are committed to safeguarding and promoting the welfare of children and young persons and must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS). (Only those applications submitted using the CES application form will be considered).