



# Hopelands Preparatory School

38/40 Regent Street, Stonehouse, Gloucestershire, GL10 2AD

## **Job Opportunity: Part-time Caretaker at Hopelands Prep School & Nursery**

**Location:** Stonehouse, Gloucestershire

**Start Date:** ASAP

**Salary:** £12.44 per hour

**Contract Type:** Zero-hour contract (hours will vary based on school needs during term time, 35 weeks per year).

**Average Hours:** Approximately 10 hours per month (flexible and to be discussed with the school). Weekly caretaker checks are required (flexible times when school is empty).

### **About Us**

Hopelands Prep School & Nursery is a small, nurturing school located in Stonehouse, Gloucestershire. Catering to children aged 3-11, we take pride in fostering a supportive and caring environment. Our team is collaborative and committed, creating a welcoming atmosphere for staff and pupils alike.

### **Role Overview**

We are seeking a part-time Caretaker to help maintain our school's buildings and grounds, ensuring they remain safe, clean, and well-kept. This interesting role offers variety and would suit someone with a good understanding of basic site maintenance and a passion for general repairs and DIY. The role involves manual handling, so candidates should be physically fit and capable of lifting and moving items as required.

### **Key Responsibilities**

- Perform minor repairs, including mending windows, replacing light bulbs, and unblocking drains.
- Operate heating and lighting systems, ensuring they are turned on/off at appropriate times.
- Maintain the school grounds, including litter removal and playground upkeep.
- Conduct minor plumbing tasks, such as fixing leaking pipes and repairing toilets.
- Carry out general DIY, including minor woodwork, and securely fix notice boards and other fittings to walls.
- Safely store and manage equipment and supplies.
- Ensure the school environment remains clean and safe for staff and pupils.
- Replace lighting tubes and lamps as necessary.
- Perform routine testing and record-keeping for emergency lighting and water systems.
- Adjust clocks and bells as required.

## **Candidate Requirements**

- Previous experience as a caretaker or in a similar role.
- A proactive and hands-on approach to maintenance and repairs.
- Ability to work independently as well as collaboratively within a team.
- Strong communication and organisational skills.
- Flexibility to manage a variety of tasks, including weekend checks.

## **Join Our Team**

This is a fantastic opportunity to become part of a close-knit, nurturing school community. If you are a reliable and motivated individual with a passion for maintaining safe and welcoming environments, we would love to hear from you. Visits to the school are warmly welcomed and encouraged. For more information about our school, please visit: [www.hopelands.org.uk](http://www.hopelands.org.uk)

## **How to Apply**

To apply, please complete the application form, and send it along with a covering letter to the School Business Manager: Sam Compton at [scompton@hopelands.org.uk](mailto:scompton@hopelands.org.uk)

## **Interviews:**

Interviews will be held as soon as possible, and we reserve the right to appoint before the application deadline.

The school is committed to equal opportunities and safeguarding and promoting the welfare of children and expects its staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening including checks with past employers, the Disclosure and Barring Service, as well as an online search.