



Fox Wood School
Woolston Learning Village
Holes Lane
Woolston
Warrington
WA1 4LS
Email: foxwoodschool_finance@sch.warrington.gov.uk
Web: www.foxwoodschool.org.uk
Headteacher: Lucinda Duffy

Site Assistant for Fox Wood School & College

Salary Grade: Grade 4 SCP 6 – 7 £25,989 - £26,403

Hours: Flexible –37 hours per week. This would be split shifts.

Fox Wood is a school for pupils with ASD, and with Severe and Profound Multiple Learning difficulties. Fox Wood is currently undergoing an exciting period of growth and development, including within our Site Maintenance team. To support the current expansion at Fox Wood we are looking to enhance and develop our site team. This role will be based at our new College building (formerly the Peace Centre, Great Sankey) but the role will require the applicant to work across all three Fox Wood sites at times.

We are looking for:

- To be an effective and willing team member supporting both the Site Manager and the whole site team, where directed to do so by the Site Manager and/or the Business Manager/Headteacher.
- To assist in the responsibility for the general maintenance, cleanliness and security of the school and college to maintain the premises (both internally and externally) in a clean, safe, sound and secure condition for staff, pupils, parents and community users.
- Have a clean Driving Licence to assist with School Minibuses and to work at any of our three sites when required.
- The person appointed to this role will be expected to have enthusiasm and commitment for improving the school within areas of their direct responsibility.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school
- Please note that: As part of our recruitment processes, and in our endeavours to keep all of our school community safe, online searches will be conducted for all candidates who are shortlisted for interview. These will be conducted by a member of our Senior Recruitment Team. At Fox Wood this comprises of the Headteacher, Chair of Governors, Deputy Headteacher and Office Manager. This information will be treated as confidential within the specified team, but may impact upon our decision to offer you a role within our setting – should this be the case then we will address this with you, and (in exceptional circumstances) seek appropriate legal/external advice. This action is in line with statutory guidance within Keeping Children Safe in Education (September 2022.)

Closing Date: 9 am on Friday 15th May 2026

Shortlisting: Friday 15th May 2026

Interview: Thursday 21st May 2026