



LONGBENTON HIGH SCHOOL

Facilities & Site Manager

Grade 8 (Point 23-27) £34,434 - £38,220 pa

37 hours per week, full time, permanent contract

Term time annual leave option

Start date 16th March 26

Due to the retirement of the current postholder, we are seeking to recruit a proactive and experienced Site Manager to lead the operational management of our school premises. This key role ensures the site is safe, secure, clean, and well maintained, creating a positive environment for pupils, staff, and visitors.

The postholder will line manage the caretaking and the cleaning staff, oversee rotas, attendance, and performance, and ensure all safeguarding and health and safety procedures are followed. The Site Manager is responsible for the day-to-day running of the site, liaising with PFI contractors, monitoring building condition, and coordinating maintenance works.

The successful candidate will also oversee out-of-hours lettings, including bookings, site access, and supervision, and lead the setup of rooms for examinations and school events. Strong organisational and communication skills are essential, along with confident use of IT systems.

We are looking for someone with previous site or facilities management experience, strong leadership skills, and a sound understanding of health and safety requirements. You will be organised, flexible, and solution-focused, with a commitment to maintaining high standards. The current postholder will provide a two week handover before retiring. Training in PFI systems and appropriate health and safety regulations will also be provided.

Longbenton High School is a highly successful 11–18 school with a vibrant Sixth Form, housed in an exceptional modern, purpose-built building. We are proud to be a school where opportunity is championed and background is never a barrier to success. The school is heavily oversubscribed. We are a fully inclusive school, proud of our traditional values: kindness, integrity, determination, manners, ambition, positivity.

Longbenton High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check. We are an equal opportunities employer and welcome applications from all suitably qualified candidates, regardless of protected characteristics.

To apply, please complete the **online Site Manager [application form](#)** by noon on **Tuesday 3rd February 2026**. Interviews will take place **week commencing 9th February**. We do not accept CVs.

For further information or to arrange an informal visit, please contact Anna Peach via **recruitment@longbenton.org.uk**