



Our Lady Queen of Peace

Catholic High School

Glenburn Road
Skelmersdale
Lancashire WN8 6JW

t: 01695 725635
mail@olqp.lancs.sch.uk
www.olqp.org.uk

Site Supervisor

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| Salary | Grade 4, point 4-6, £25,185 - £25,989 pro-rata (Actual salary £13,614 - £14,048) |
| Required | As soon as possible |
| Contract | Permanent |
| Hours of Work | Part-time, Full Year, 20 hours per week 2.30pm – 6.30pm, Monday to Friday with flexibility for overtime when required It is expected that all annual leave will be taken during periods of school closures unless prior agreement is obtained from your Headteacher. |

Governors are seeking to appoint an enthusiastic Site Supervisor. Under the general guidance of the Headteacher/Business Manager/Site Manager, to contribute to the smooth running of the School by carrying out a range of caretaking duties to the agreed quality standards, including security and supervision of the site and related equipment, and other caretaking duties including locking of school, portorage, cleaning and maintenance.

Application packs are available from the HR Manager, Mrs Natalie Barber, n.barber@olqp.lancs.sch.uk or from the school website.

Closing date for applications: **9.00am on Friday 22nd May 2026**
Interviews: **Thursday 4th June 2026**

Our Lady Queen of Peace Catholic High School is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to a satisfactory Disclosure and Barring Service (DBS) enhanced disclosure certificate. The school is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share that commitment.



In Christ We Grow

'As a learning community, we live out our Mission Statement striving for excellence through caring, sharing and achieving'.