



ALKERDEN
CHURCH OF ENGLAND ACADEMY

Working at Alkerden Church of England Academy

Join our Team



For appointment of:
Site Assistant





Head of School Welcome

It is my honour to welcome you to Alkerden Church of England All-Through Academy, a school founded upon a Christian vision of inclusion and hope and committed to ensuring that every learner is supported to achieve excellence. Our guiding ethos, *we are all one - learning together, thriving together*, reflects our belief that a successful education is built on community and high aspiration for all.

At Alkerden Academy, academic excellence sits at the heart of our provision. We offer an ambitious and carefully sequenced curriculum designed to inspire curiosity, secure deep understanding, and equip pupils with the knowledge and skills required for future success. From the early years through to post-16, our all-through structure enables us to ensure continuity, progression and personalised support, allowing each learner to grow with confidence and purpose.

Our commitment to excellence is matched by our dedication to nurturing the whole child. As a community that welcomes learners of all faiths and none, we recognise the inherent worth of every individual and celebrate the uniqueness they bring.

We strive to cultivate young people who are not only strong academically, but who also demonstrate empathy, integrity and social responsibility.

Through high-quality teaching, a culture of kindness and strong collaborative relationships, we empower pupils to think critically, engage meaningfully with complex issues, and develop a well-informed social conscience. We encourage them to embrace diversity, contribute positively to their community, and consider thoughtfully the difference they can make in the world.

We are steadfast in our ambition to provide an outstanding education - one that combines academic excellence with personal growth, spiritual development and a deep sense of belonging.

I look forward to welcoming you to our Academy and to working closely with you as we support every learner to thrive.

Head of School
Laura Carey



We are all one - learning together, thriving together

An All-Through Learning Community

As an all-through academy, Alkerden offers a seamless educational journey from Early Years to Sixth Form. Consistent expectations, shared values and experienced staff support smooth transitions and strong pastoral care.

Older pupils act as mentors and role models, while younger learners benefit from specialist teaching in subjects such as science, languages, PE and the arts. This integrated model strengthens community, supports academic progression and fosters mutual respect.

Our Facilities

Alkerden Academy offers an extensive range of specialist, industry-standard facilities that enable pupils to excel academically, creatively and physically. These include:

- 4G football pitches, sports courts and outdoor playing fields for high-quality PE and sport
- Purpose-built science laboratories designed to support deep scientific enquiry and practical investigation
- Advanced design and technology workshops spanning engineering, product design, food technology and textiles
- Professional-standard music studios and performing arts spaces for creativity, performance and collaboration
- Modern computing and digital media suites supporting coding, media production and emerging technologies
- A dedicated Early Years area providing a nurturing, play-rich environment
- Flexible, well-equipped classrooms for collaborative and independent learning
- A contemporary library that nurtures a lifelong love of reading

Together, these facilities create an inspiring, future-focused environment where every learner can thrive.

Curriculum, Inclusion and Excellence

Founded on inclusion and the belief that every child can achieve excellence, Alkerden delivers a broad, ambitious curriculum aligned with our Christian vision of opportunity, hope and achievement.

Each subject has a carefully sequenced curriculum from Reception to Year 13, ensuring clear progression and deep learning. Pupils build strong knowledge, think critically and apply their understanding with confidence.

Teaching is innovative, collaborative and research-informed, with staff committed to supporting pupils' academic, social and personal development.



**As a comprehensive school
our curriculum rightly
provides the opportunity
for all to succeed.**

Staff Benefits



We value every one of our employees and want to give back as much as possible. To show our appreciation, we offer a range of perks and benefits as outlined below:



Trust-wide commitment to your ongoing Continuous Professional Development (CPD) including secondment opportunities.



Unlimited access for you and your family to 24/7 GP telephone consultations.



Enhanced annual leave allowance with term-time offerings.



Access to a wide array of discounts including Blue Bean Cafe, The Prep Rooms, Motorfinity, Kent Rewards and Blue Light Card.



Access to mental health and wellbeing support including counselling, mindfulness and physiotherapy sessions.



Access to Local Government and Teachers' Pensions Schemes.



Free eye test, examinations and eye care vouchers.

For a full range of what Aletheia Academies Trust offer, please scan:



Job Description

Job Title	Site Assistant
Location	Alkerden Village, Ebbsfleet Garden City
Duration	Permanent
Work Hours	Full time
Reporting to	Site Manager
Salary	AAT C.5-C.7 (£26,956- £27,765)
Pension	Local Government Pension Scheme
Starting date	To be agreed



The Role

Are you ready to make a lasting impact in a thriving, diverse new school where every child's potential is celebrated?

Alkerden Church of England All-Through Academy is seeking an enthusiastic and committed Site Assistant to join our dynamic team. This is an exciting opportunity for a proactive and skilled professional to play a key role in maintaining and developing a safe, welcoming, and well-managed learning environment for our whole school community.

The successful candidate will take responsibility for the day-to-day management, maintenance, and security of the school site, ensuring the premises are safe, compliant, and fit for purpose. As a Site Assistant you will require flexibility, strong organisational skills, and a hands-on approach to ensure high standards of site presentation and safety are consistently maintained.

This role is rooted in Alkerden's Christian vision of inclusion and hope, where we celebrate and honour the uniqueness of each individual. We are a community where everyone is valued and empowered to thrive, and we believe in nurturing the whole learner. Through effective site management, we aim to support reflective, confident, and engaged young people as they learn, grow, and consider the difference they can make in the world.

Key Responsibilities



- Maintain the security of the premises by opening and closing premises (including times for lettings), repairing doors, latches and fences, and acting as key holder for out of hours contact to maintain a safe environment.
- Undertake general checking and emergency cleaning of parts of the establishment, as directed. Carry-out indoor cleaning duties as directed.
- Ensure outside areas are kept free from litter, sweeping leaves, emptying bins, etc.
- Maintain a clean and tidy environment. Ensure paths, access points and entrances are clear of snow and ice to ensure safe passage.
- Undertake daily and seasonal maintenance of the site and equipment, inside and out, as required including changing light bulbs and strip lights, tap washers, clock batteries, door locks, woodwork, decorating, clearing drains and toilets, cleaning and repairing wheelchairs to ensure a safe environment is maintained.
- Maintain adequate supplies of cleaning materials and supplies (oil, light bulbs, batteries, salt, etc), re ordering when needed, to meet the establishments needs.
- Attend training courses as required and assist in the training of other premises support staff as directed.
- Comply with, note and report as necessary on any matters affecting Health & Safety, Fire Regulations and other County policies.
- Provide a first point of contact for all deliveries, moving items to an appropriate area to keep passageways clear and hazard free.
- Move heavy and awkward shaped furniture and supplies as requested, and work at heights as required in accordance with Health and Safety regulations and after the completion of a Management Risk Assessment.
- In the absence of the Site Manager, escort and advise maintenance contractors attending the building who may be pricing or carrying out a job to ensure the contractor is given adequate information to complete the task.





E	D
X	
X	
X	
X	
	X
	X
X	

Qualifications and Experience

- GCSE in Maths and English at Grade 4/C or equivalent
- Experience in caretaking or similar
- Health and Safety Qualification
- Knowledge of Health and Safety procedures and precautions
- Full UK driving license
- IT literate
- DIY capabilities

Personal Qualities

- Highly motivated with a strong commitment to professional development
- Organised and proactive, able to manage multiple responsibilities
- Team player who collaborates effectively with other staff members
- Resilient and adaptable, able to work in a fast-paced environment
- A commitment to the inclusive ethos of Alkerden Church of England All-Through Academy
- A commitment to the safeguarding and wellbeing of all Alkerden C of E learners

All Essential Criteria

E = Essential D = Desirable

How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a meeting before making the decision to apply for the post, please contact:

Jo Barker-Platt, Director of People & Culture

barker-plattj@aletheiastrust.org.uk

01474 531 495

To apply for this role, please visit MyNewTerm:

[Apply Now](#)



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.



Contact Us

Alkerden CofE Academy
Colyer Drive, Alkerden,
Ebbsfleet Valley,
Kent, DA10 1HN
(from September 2025)

Unique Reference Number:
150538

Telephone:
01474 533 082

Website:
alkerdencofeacademy.co.uk

Email:
HR@aletheiaacademies.org.uk