

Trinity School
Heathway Dagenham
Essex RM10 7SJ
Headteacher: Jo Long
Tel: 020 3435 5955



Site Support Assistant

**Contract: Full-time, 52 weeks a year, including school holidays
35 hours a week – Monday to Friday (working hours to be confirmed)
Salary: Scale 4**

**Closing date: 18th February 2026
Interviews W/B: TBC**

Trinity School is a vibrant, modern, all-age special school for students aged 3 to 19 with a wide range of learning needs, including moderate, severe, profound, and complex difficulties. A significant number of our pupils are diagnosed with Autism Spectrum Condition (ASC).

Trinity School is expanding, and we are looking to grow our dedicated site team. This is an exciting opportunity to join a dynamic environment where your skills will help ensure our school remains safe, clean, and well-maintained for pupils, staff, and visitors.

The Role

As a Site Support Assistant, you will work as part of an already established and supportive team, playing a key role in maintaining the school premises and grounds. Your responsibilities will include:

- Carrying out general maintenance and minor repairs
- Supporting cleaning and upkeep of external areas
- Assisting with portage duties and room setups
- Ensuring compliance with health and safety standards
- Supporting security and site safety, including occasional keyholding duties

What We're Looking For

- **Essential:** Previous experience in maintenance and handyman tasks
- **Desirable:** Knowledge of Health & Safety regulations
- Ability to work flexibly, including occasional evenings/overtime
- A proactive, reliable team player with good problem-solving skills

Why Join Us?

- Be part of a growing team during an exciting school expansion
- Work alongside an experienced and friendly site team
- Opportunities for training and development
- Supportive working environment

Safeguarding:

This post requires an Enhanced DBS check as part of our commitment to safeguarding children.

Visits are welcomed to the school prior to application and interview. Please contact:
hr@trinity.bardaglea.org.uk

All applications should be made on the Trinity School application form available from the school website on
<https://trinityschool.face-ed.co.uk/Vacancies>

CVs will not be accepted and should not be submitted

Only those applicants that are shortlisted will be notified of the interviews

Trinity School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. All shortlisted candidates will undergo online searches, and their referees contacted prior to the interview.

An enhanced criminal record check via the DBS will be undertaken for the successful candidate.

This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check will be undertaken on all applicants.