



BOHUNT SCHOOL WOKINGHAM

11-16 Mixed Academy

Remount Drive, Arborfield, Reading RG2 9GB

Tel: 01189 076237 www.bohuntwokingham.com

Site Assistant

Salary: Grade 4 A-E £27,780 - £30,564

Start Date: March 2026

Full time/ Permanent/ Year-Round

We are seeking a reliable and proactive Site Assistant to join our Site Team and help ensure the smooth day-to-day operation of our secondary school. This is a varied and hands-on role, ideal for someone who takes pride in maintaining high standards and enjoys being part of a busy school community.

The Role

Working as part of the Site Team, you will help take responsibility for the care, safety and security of the school premises, supporting a safe, efficient and effective learning and working environment for students, staff and visitors.

Duties will be varied and will evolve in line with the strengths of the postholder and the strategic needs of the school.

Key duties include:

- General site maintenance and upkeep
- Assisting with site security and responding calmly to emergencies
- Preparing the site for school events, open evenings and lettings
- Supporting external bookings, including setting up and clearing away
- Following all health & safety and safeguarding procedures

The ideal candidate will be:

- Practical with good DIY skills
- Well organised, reliable and flexible
- Friendly with good communication skills
- Calm under pressure with a positive, 'can-do' attitude
- Happy to work independently or as part of a team

Hours:

The role is Monday to Friday, year-round, with shift patterns agreed with the Premises Manager. Additional availability is required for school events and external bookings, including occasional evenings and weekends.

Bohunt School Wokingham opened its doors to Year 7 pupils in 2016. Having grown substantially since then, we are now heavily oversubscribed, with a school roll of 1200 students aged 11-16. With the exciting announcement of our expansion to include a sixth form opening in September 2026, and additional spaces in all year groups, we will soon see more students through to 18.

The successful candidate will be subject to pre-employment checks, including enhanced DBS checks and satisfactory references.

To apply please visit <https://www.tes.com/jobs/vacancy/site-assistant-wokingham-2336158> or visit <https://www.bohuntwokingham.com/about/vacancies/> and complete the "Support Staff" application form and email it to gwallier@bohuntwokingham.com

Closing date for applications: 12pm Sunday 16 August 2026

Interviews will be held thereafter.

Bohunt Education Trust is committed to safeguarding and promoting welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment including through a disclosure and barring service check at enhanced level. We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

