



Ascendancy Partnership Trust is a multi-academy trust with deep community roots across the Berkshire area, composed of a family of SEN schools all specialising in learning difficulties.

Premises Manager

(Based at Manor Green School)

£44,302 to £48,529 per annum depending on experience,

Plus £400 per annum on-call allowance

37 hours per week, all year round

Are you an experienced premises, facilities or estates professional looking for an opportunity to make a real difference in a specialist educational environment?

We are seeking an enthusiastic and proactive Premises Manager to lead the safe, efficient, and compliant management of Manor Green School's buildings, grounds and specialist facilities. Working closely with the Director of Estates and Operations and the Headteacher, you will play a key role in ensuring our pupils and staff benefit from a safe, well-maintained and welcoming learning environment.

This is a varied and rewarding role with responsibility for site maintenance, compliance, health and safety, security, specialist SEND facilities, contractor management, cleaning and catering services, and operational oversight of a designated satellite provision site.

What You'll Do:

- Lead the day-to-day management of the school premises, grounds and building services.
- Ensure statutory inspections, servicing and planned preventative maintenance programmes are completed.
- Oversee health and safety compliance including fire safety, legionella, asbestos, gas, electrical and mechanical systems.
- Manage site security, access control, alarms, CCTV and emergency response arrangements.
- Maintain specialist SEND equipment and facilities, ensuring compliance with relevant regulations.

- Manage contractors, maintenance projects and school transport-related operational matters.
- Provide operational support and oversight for a designated satellite site.
- Line manage premises-related staff and promote a positive safety culture

What You'll Bring:

- Significant experience in premises, facilities or estates management, ideally within education or a SEND environment.
- Experience managing contractors, maintenance programmes and compliance requirements.
- Strong knowledge of health and safety and statutory compliance requirements.
- Excellent organisation, problem-solving and decision-making skills.
- The ability to manage competing priorities and work independently.
- Strong communication skills and the ability to build effective working relationships.
- IOSH Managing Safely or equivalent experience.
- Commitment to maintaining high standards, safeguarding and continuous improvement

What We Offer

- Local Government Pension Scheme
- Contractual sick pay
- Free on-site parking
- Family-friendly policies
- 24/7 GP service
- Eye care and free flu vaccination voucher
- Gym, food, entertainment, shopping and holiday discounts
- Employee wellbeing support
- Contributory healthcare scheme

How to Apply:

Please download an application pack from the Trust website and submit your completed application form to **careers@aptmat.co.uk**

Closing date: Thursday 22 October, 2026

We welcome applications from all sections of the community.

The Ascendancy Partnership Trust is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening and safer recruitment checks appropriate to the post, including checks with past employers and the DBS. This position is exempt from the provisions of the Rehabilitation of Offenders Act 1974.

Applicants must be eligible to work in the UK.

Stronger and Better Together

