Barking & Dagenham

17th July 2026

SCHOOL VACANCY BULLETIN

Click Here to view Current Vacancies

Promoting Equal Opportunities and Celebrating Diversity
For more information about this borough please log onto our website at www.barking-dagenham.gov.uk

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External Adverts Based In LBBD

Assistant Caretaker

School: Grafton Primary School, Grafton Road, Dagenham, RM8 3EX
Salary: Scale 3
Hours: 35 hours per week, full time (52 weeks) Monday to Friday, 10:00am-6:00pm (one hour lunch break))
Contract: 1 year fixed-term with a view to extend
Required: September 2026
Email: vacancies@graftonprimary.co.uk
Website: https://www.graftonprimary.co.uk/vacancies
Interviews: w/c 7th September 2026
Closing Date: 27th August 2026

Grafton Primary School is an outstanding school which takes pride in being inclusive. We have high expectations of both children and staff and are committed to providing a safe, nurturing and inspiring environment where every child can thrive.

We are looking to appoint a reliable, enthusiastic and proactive Assistant Caretaker to support our Premises Manager in maintaining a safe, secure, clean and welcoming environment for our pupils, staff, visitors and wider school community.

This is a varied and rewarding role for someone who enjoys practical work, takes pride in maintaining high standards and is committed to creating an environment where children can learn and thrive.

About the Role
Working closely with the Premises Manager, you will play a key role in the day-to-day operation of the school site. Your responsibilities will include:
● Assisting with the opening, closing and security of the school premises.
● Carrying out routine site inspections and reporting maintenance or health and safety issues.
● Undertaking minor repairs and general maintenance, including basic plumbing, carpentry, painting and decorating.
● Supporting the maintenance of heating, lighting and ventilation systems.
● Assisting with health and safety compliance checks, including fire alarm testing and emergency lighting checks.
● Maintaining the cleanliness and appearance of the school buildings and grounds.
● Supporting waste management, recycling and the upkeep of outdoor areas.
● Setting up rooms for assemblies, meetings, examinations and school events.
● Assisting with deliveries, stock control and the safe storage of equipment and supplies.
● Helping to ensure the school remains a safe, secure and welcoming environment for everyone.

We are looking for someone who:
● Has practical DIY, maintenance or caretaking experience.
● Is organised, reliable and able to work independently as well as part of a team.
● Has a proactive approach to problem-solving and takes pride in maintaining high standards.
● Can communicate effectively with staff, pupils, visitors and contractors.

● Is physically able to undertake manual handling duties and work both indoors and outdoors throughout the year.
● Is flexible and willing to work occasional evenings or weekends when required.
● Is committed to safeguarding and promoting the welfare of children and young people.

We can offer:
● A friendly, supportive and welcoming school community that values staff and invests in their development.
● A strong commitment to inclusive education and a positive, well-resourced working environment.
● Comprehensive induction and ongoing training, including health & safety and site-based development opportunities.
● Excellent opportunities for professional development and career progression.
● Free 24/7 access to an Employee Assistance Programme to support your health and wellbeing.
● A dynamic working environment with dedicated, enthusiastic and supportive colleagues.

We are a very inclusive school and would welcome applications from people with experience of working with children with additional needs or with Thrive experience as we are Thrive school.

For further information about the role or to arrange a visit to the school please email vacancies@graftonprimary.co.uk
The application pack is in the link https://www.graftonprimary.co.uk/vacancies
Closing date for applications is 27th August 2026
Interviews will take place w/c 7th September 2026

Grafton Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All appointments are subject to a fully enhanced DBS check.

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Lunchtime Supervisors

School:	George Carey Church of England Primary School, Rivergate Centre, Minter Road, Barking, IG11 0FJ
Salary:	Scale 1 Point 3 - £15.68 per hour
Hours:	2 hours per day (11:15 to 1:15 Monday to Friday Term Time only)
Email:	office@george-carey.bardaglea.org.uk
Required:	September 2026
Closing Date:	Tuesday 21st July by 2:00 p.m.

George Carey Church of England Primary School are seeking to appoint some new Lunchtime Supervisors to support our team for 2 hours per day (11:15 to 1:15 Monday to Friday Term Time only)

George Carey offers a challenging and rich experience for enthusiastic and motivated staff.

The post involves:
· working as a part of a team to ensure the safe supervision of children
· starting games and playing with children
· ensuring good behaviour
· safeguarding children and ensuring their well being
· safe use of equipment
· following school protocol in terms of dietry requirements

The successful candidate will need to be able to demonstrate effective communication and able to work positively with children.

Application packs are available from the school office – deadline for return is Tuedsday 21st July by 2:00 p.m.

The phone number for the school office is 0208 270 4040

Email - office@george-carey.bardaglea.org.uk

Probable start date will be September 2026

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School Cleaner

School:	Thomas Arnold Primary School, Rowdowns Road, Dagenham, RM9 6NH
Salary:	Scale 1b (Outer London)
Hours:	Fixed term – 15 hours per week (4:30am – 7:30am)
Email:	sahmed@thomasarnold.bardaglea.org.uk
Website:	office.thomasarnold.bardaglea.org.uk/
Required:	As soon as possible
Interviews:	Week commencing 27th July
Closing Date:	24th July 2026 at 12pm- noon

The Headteacher and Governing Body are looking to appoint a flexible, reliable, enthusiastic and hardworking person to join our team of Cleaners to maintain a high standard of cleanliness within classrooms, halls, corridors, offices, staffroom, toilets. This will require duties such as vacuuming, dusting and cleaning of washroom areas, tables, chairs etc.

We would like to hear from you if you have
· previous experience of working in a school
· a good understanding of cleaning chemicals and equipment would be desirable.
· knowledge of basic health and safety would be an advantage although not required
· be approachable and friendly
· can bond and work well as part of a team
· follow school policies
· good communication skill is essential
· possess excellent organisational and communication skills and have the ability to motivate and support colleagues.

In return we offer:
· a happy and welcoming, fully inclusive school.
· an investment in your professional development.
· committed staff who work well together as a cohesive, supportive team.

Applications can be made via the link below:

https://www.thomasarnold.bardaglea.org.uk/school-info/vacancies/

Completed applications to be returned to:

sahmed@thomasarnold.bardaglea.org.uk

Visits to the school are actively encouraged. Please contact the school to arrange a visit, or by email on

sahmed@thomasarnold.bardaglea.org.uk

Thomas Arnold Primary School is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer. This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including an

enhanced Disclosure check and social media check, which will be undertaken on all successful applicants.

Cleaner

School:	Trinity School, Heathway, Dagenham, RM10 7SJ
Salary:	£15.46 per hour
Hours:	11.15 hours per week – 6.15am to 8.30am, Monday to Friday (2hrs 15min per day) Term Time only.
Required:	1st September 2026
Website:	https://trinityschool.face-ed.co.uk/Vacancies
Interviews:	Thursday 6th August 2026
Closing Date:	12 noon on Thursday 30th July 2026

Trinity School requires a Cleaner to take responsibility for general cleaning duties of the school. Each Cleaner is expected to have high expectations and be able to clean to a very high standard.

Cleaners are expected to clean the toilets and carry out enhanced duties (deep cleaning).

All applications should be made on the Trinity School application form available from the school website on

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.

Facilities Manager

School: Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
Salary: Scale PO3 point 32 to point 35. (£45,750 - £49,056 per annum)
Hours: Permanent, 35 hours per week (hours to be confirmed), 52 weeks per year, 22 days' annual leave plus Bank Holidays
Required: October 2026
Email: mbrown@robertclack.co.uk
Website: www.robertclack.co.uk
Interviews: September 2026
Closing Date: Friday 31st August 08:00am

Robert Clack School is expanding in September with the opening of a third site, and we are therefore looking to appoint a Facilities Manager to oversee the day-to-day operations of the school premises. The successful applicant will be responsible for all aspects of site management including security, cleaning, health and safety, porterage, dealing with contractors, routine maintenance/refurbishment and line management of the site team.

Occasional evening or weekend work may be required for school events.

The candidate will be required to have the following skills and experience:

· Relevant security, building repairs & maintenance, and cleaning experience;
· Knowledge of health & safety, risk assessments, fire safety, manual handling, COSHH and legionella regulations;
· Knowledge of electrical and mechanical systems;
· Staff management experience; · Good literacy and numeracy skills;
· Good standard of verbal & written communication skills when dealing with colleagues, contractors, pupils, parents and visitors;
· Able to lead and work professionally as part of a team;
· Able to follow instructions and adhere to all school policies;
· Organised and able to work methodically, with attention to detail, in liaison with the School Business Manager.

REQUIRED FOR: October 2026
APPLICATION CLOSING DATE: Friday 31st August 08:00am
INTERVIEWS TO BE HELD: September 2026

To view the Job Description, Person Specification and download an application form please go to www.robertclack.co.uk and click on Join Us, Non-teaching vacancies, to access the necessary documents.

Please submit completed applications by e-mail to: Mbrown@robertclack.co.uk

CV's will only be accepted if accompanied by an application form.

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers and an enhanced Disclosure & Barring Service check.

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Senior Science Technician

School: Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
Salary: Scale SO1, exact salary: £33,053 - £33,935 per annum
Hours: 35 hours per week, 8.00am-3.30pm, Monday-Friday, term-time only
Required: middle to end of September 2026
Email: mbrown@robertclack.co.uk
Interviews: To be confirmed. During September 2026.
Closing Date: 9am on Tuesday 1 September 2026.

Due to the retirement of our current postholder, an experienced Senior Science Technician is required to join our busy Science Department. The successful candidate will supervise a team of technicians in providing technical support to pupils and staff across all three school sites. We have a fantastic science and technical team, who are dedicated and passionate about their subject.

The main duties of the role will involve:

- Line managing, supervising, instructing, delegating and supervising 8 Science Technicians within the department and across all three school sites;
- Overseeing the organisation and day-to-day running of the school laboratories across all sites;
- Assisting with the provision of ongoing support and training to help Technicians develop their skills, including training with regards to health and safety regulations;
- Setting up, preparing and clearing materials, equipment and chemicals for practical
- lessons;
- Assisting teaching staff with demonstration lessons, practical lessons, exam classes and assessments;
- Providing technical support for pupils and staff, while ensuring the safe use of materials, equipment and chemicals;
- Cleaning equipment and work areas, as necessary;
- Working in accordance with health and safety guidelines;
- In liaison with the team, ensuring that laboratories are adequately stocked.

Experience of working within an educational environment is essential and/or any relevant Physics or Chemistry qualifications would be desirable.

The candidate will be required to have the following skills and experience:

- Good levels of literacy and numeracy;
- High standard of verbal & written communication skills when dealing with colleagues, pupils, parents and visitors;
- Able to work effectively and professionally as part of a team;
- Able to follow instructions and adhere to all school policies;
- Prior relevant experience;
- Experience of, or ability to motivate and supervise a team;

- Organised and able to work methodically, with attention to detail, under the supervision of the Director of Science/School Site Subject Leaders.

Experience of working within an educational environment is essential and/or any relevant Physics or Chemistry qualifications would be desirable.

Please note that the post is not site specific and you will be expected to work across all three sites during your employment.

The School can offer the successful candidate:

- Free private healthcare
- Free on-site parking for staff
- Employee Assistance Programme
- Free gym membership at Robert Clack Leisure Centre
- Pension scheme membership
- Access to purchase school lunches on-site

REQUIRED FOR: middle to end of September 2026.
APPLICATION CLOSING DATE: 9am on Tuesday 1 September 2026.
INTERVIEWS TO BE HELD: To be confirmed. During September 2026.

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, an online internet search, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.

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Data & Exam Officer

School:	Barking Abbey School (Longbridge Road, Barking, Essex, IG11 8UF)
Salary:	Scale 6 Point 18 – £35,520 to Point 20 – £36,585 Full time) Prorated salary range is likely to be approx: £31,337 – £32,276
Hours:	35 Hours Per Week, Term time only plus ten days
Contract Type:	Permanent
Required:	September 2026
Email:	Jobs@barkingabbeyschool.co.uk
Website:	https://mynewterm.com/jobs/101241/EDV-2026-BASSSAHC-78943
Interview:	14th August 2026
Closing Date:	10th August 2026

Data & Exam Officer

Scale 6 (Point 18 – £35,520 to Point 20 – £36,585 Full time) Prorated salary range is likely to be approx: £31,337 – £32,276, (dependant on experience, week per year and continuous service). Based on working 35 hours per week, Term time plus 10 days. Term time only plus ten days

Start Date: As soon as possible

An exciting opportunity has arisen at Barking Abbey School for someone to join our growing exams team due to expansion of the school.

This role is integral to the daily smooth operation of the school and will provide a hardworking, highly skilled and ambitious administrator with great opportunities for growth and development and to gain specialist knowledge and skills around the examination processes and procedures in schools.

The role will be varied, and at times fast paced, enabling the successful candidate to develop skills and specialisms with software, data, and legislation regulations relating to examinations.

The successful candidate will have:
• A strong background and experience in administration.
• A can do and positive attitude.
• The ability to prioritise and plan workload and think of innovative solutions to solve problems.
• A commitment to Barking Abbey's high expectations and ethos.
• A desire to work collaboratively and to make a real contribution to the progress of a growing professional service department in school.
• Great communication skills with the ability to manage, manipulate and interpret data.
• Great ICT skills, in particular a willingness to learn and master new software.
• A willingness to work flexibly in a varied role .
• The successful candidate will need to be flexible regarding working hours and location in order to meet the needs of the school in particular during busy exam periods.

In return we offer:

• A supportive and encouraging staff team
• The opportunity to access a wide range of CPD opportunities within and beyond school
• A school which understands the importance of staff well-being and workload management
• A positive ethos with excellent behaviour reinforced by highly visible SLT and centralised behaviour systems

We are proud that Ofsted recently judged the school to be Outstanding in all areas. The report states; “This is a large and diverse school where difference is valued. Pupils, and students in the sixth form, are supportive and respectful of each other. Pupils’ conduct is exemplary, both inside lessons and around the school.

Leaders have established simple and clear rules that everyone understands. Pupils are focused, engaged and participate well in lessons. Staff feel that their workload and well-being has been carefully considered by leaders. They appreciate their open-door policy”. (Ofsted, February 2024)

Please click here to find out more information about what it is like to work at Barking Abbey:

https://www.barkingabbeyschool.co.uk/home/join-us/staff-vacancies/

Barking Abbey is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer.

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants.

Online searches may be conducted for all shortlisted candidates and will be conducted for all successful candidates as part of our due diligence checks.