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## MINIBUS DRIVER

**Contract Type: Permanent/Full Time 37 hours per week/Term-time Only (Part time considered for the right candidates - role may suit one individual or a job-share).**

**Salary: Grade 3, £12.45 per hour - Actual annual salary £20,146**

**Closing Date: 10am Friday 15<sup>th</sup> August 2025 – Wallingford School may close this vacancy without warning if a sufficient number of applications are received. An early application is therefore strongly advised.**

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### WALLINGFORD SCHOOL

The Merchant Taylors' Oxfordshire Academy Trust is a multi-academy trust currently consisting of Wallingford School, Brightwell-cum-Sotwell Primary School and Aylesbury UTC. The schools are successful, popular and are rooted at the heart of their local communities.

We are privileged to carry the Merchant Taylors' name and value our relationship with the Company. Their interest, benevolence and engagement with education resonate with our ethos as a Trust.

Our schools are about academic achievement but also personal development and opportunity so that our young people leave us equipped with the skills and experiences which will enable them to thrive. This vision is understood by all members of our school communities and lies at the heart of our ethos.

Our function as a multi-academy trust is to encourage collaboration, innovation and professional development within structures which ensure that our focus is on ensuring that the young people in our schools have the very best possible provision. We work across and within our schools, recognising that the best school-to-school support is deep, embedded and impactful.

Our vision and values are rooted within a belief that every young person is capable of being successful regardless of background, prior attainment or previous school experience.

We believe that schools should serve their local communities and be able to offer the breadth and depth of educational experience which young people deserve in the 21st Century. For us school is about achievement and progress but it is also about supporting our young people to become rounded, well-adjusted young adults ready to lead fulfilling and rewarding lives and to play their part in society.

The approach taken by Merchant Taylors' Oxfordshire Academy Trust (MTOAT) is to focus on delivering a high quality of education in a small number of academies. This strategy enables the MTOAT leadership team to place the maximum possible focus on each academy as it joins the MAT and is, we believe, particularly well-suited to helping struggling schools to address the issues they face.

### GENERAL RESPONSIBILITIES

Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of students, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager. The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher, or other Senior Manager if appropriate, who will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

*Sending every young person into the world able and qualified*

## SELECTION CRITERIA

### Key Responsibilities:

- Safely transport pupils along a fixed route between home and school.
- Conduct daily vehicle checks and complete logbooks.
- Maintain cleanliness and basic upkeep of the vehicle.
- Follow the school's minibus rules, safeguarding guidelines, and health & safety policies.
- Attend required training, including Health & Safety and INSET days.

### Essential Criteria:

- Full, clean UK driving licence.
- Right to work in the UK.
- Reliable, punctual, and able to reach the school site on time.
- Willing to undergo:
  - DBS check
  - Medical assessment to confirm fitness to drive
  - School-arranged driving assessment
- Commitment to safeguarding and promoting the welfare of children.
- Willingness to support the school's ethos, aims, and values.

### Desirable Criteria:

- D1 or D entitlement on licence.
- Experience working with children or in a school environment.
- Team-oriented and able to work collaboratively.
- Basic mechanical knowledge (e.g. checking tyre pressure, screen wash, etc.)
- Familiarity with roads in South Oxfordshire.

If you are friendly, safety-conscious, and enthusiastic about contributing to a supportive school environment, we would love to hear from you.

## THE HOURS + SALARY

Permanent/Full time 37 hours per week/Term Time only

Flexible hours are available and will be discussed at interview

This is a Grade 3, £12.45 per hour - Actual annual salary £20,146

Annual salary will be payable in twelve equal instalments (monthly).

You will be expected to attend INSET days for which you will be paid.

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## **Pension Details**

Please visit [www.lgps.org.uk](http://www.lgps.org.uk) and [www.oxfordshire.gov.uk/pensions](http://www.oxfordshire.gov.uk/pensions) for details of our Local Government Pension scheme.

## **Terms & Conditions**

The Merchant Taylors' Oxfordshire Academy Trust employs support staff on the conditions or service contained in the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service (Green Book), the provisions of which allow for a 26-week probationary period for new employees. This can be found through <http://www.oxfordshire.gov.uk/cms/content/schools-conditions-employment-green-book> . <http://schools.oxfordshire.gov.uk/cms/content/contracts-staff>

## **General Points**

You will be able to contribute to the Local Government Superannuation Scheme.  
Applicants should be aware that the School operates a non-smoking policy.

We are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All successful candidates will be subject to a Disclosure and Barring Service Check (previously named as a CRB check) along with other relevant employment checks. Any offer of employment is subject to satisfactory medical, references and DBS clearance and also The Asylum and Immigration Act ID checks.

## **To Apply**

Application forms can be found on the school website [www.wallingfordschool.com](http://www.wallingfordschool.com) or email [recruit@wallingfordschool.com](mailto:recruit@wallingfordschool.com) for further information

We look forward to your application.

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