



# The Rudheath Senior Academy

## School Minibus Driver

From September 2026

Middlewich Road, Northwich, Cheshire, CW9 7DT

[www.rudheathsenioracademy.org.uk](http://www.rudheathsenioracademy.org.uk)



# About the Role

School Minibus Driver  
September 2026



## School Minibus Driver

We are seeking a reliable and professional Minibus Driver to support a dedicated transport service offered as an incentive for pupils who attend Oak View Academy as their primary school and continue their education at Rudheath Senior Academy. Both schools are proud members of North West Academies Trust, and this service helps ensure a smooth, supported transition between primary and secondary education.

The role involves transporting pupils safely and efficiently between Oak View Academy and Rudheath Senior Academy, providing reassurance to pupils and families and supporting consistent attendance and engagement. Safety, safeguarding, and punctuality are central to this role.

You will play an important part in promoting continuity across the Trust, acting as a positive and professional representative of both schools. This role is well suited to someone who enjoys working with young people, values safe and responsible driving, and wishes to contribute to a supportive, trust-wide educational experience.

***“This school is a friendly and welcoming community. Staff know the pupils well and ensure that they are well cared for.”***

***- Ofsted, 2023***



# Key Elements of the Role

**School Minibus Driver**  
**September 2026**



Key elements of the role will be:

- Drive the school minibus on scheduled routes, trips, and excursions in a safe and responsible manner.
- Ensure pupils are collected and dropped off at designated locations on time.
- Supervise pupils while they are boarding, travelling, and disembarking from the vehicle.
- Carry out daily vehicle safety checks and report defects promptly.

**Responsible to:** Business Manager

**Salary:** £12.85 per hour

**Key Relationships:** Pupils, Senior Leadership Team, Teaching & Support Staff, Governors, Parents, Local Community.

**Working Pattern:** Two hours per day, split shift.

07:30am – 08:30am and 15:00pm – 16:00pm

**Contract:** Casual worker agreement

**Disclosure Level:** Enhanced DBS required

*The post holder is required to be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.*

# Job Description

School Minibus Driver  
September 2026



## *Job Description*

### Key Responsibilities

- Drive the school minibus on scheduled routes, trips, and excursions in a safe and responsible manner.
- Ensure pupils are collected and dropped off at designated locations on time.
- Supervise pupils while they are boarding, travelling, and disembarking from the vehicle.
- Carry out daily vehicle safety checks and report defects promptly.
- Maintain cleanliness and basic upkeep of the minibus.
- Follow all road traffic laws, school policies, and safeguarding procedures.
- Ensure seatbelts are worn and appropriate behaviour is maintained during journeys.
- Respond appropriately to emergencies or incidents and complete required documentation.
- Communicate effectively with school staff, parents/carers, and pupils.
- Support pupils with additional needs where required, including mobility assistance (training provided).

### Safeguarding Responsibilities

- Uphold the school's safeguarding and child protection policies at all times.
- Report any safeguarding concerns immediately in line with school procedures.
- Maintain professional boundaries with pupils.
- Ensure the safe, lawful, and responsible operation of the school minibus in line with road safety regulations and school policies.

# Person Description

School Minibus Driver  
September 2026



	Essential	Desirable	Method of Assessment
<b>Education and Qualifications</b>			
Full UK driving licence with appropriate entitlement to drive a minibus (D1 or equivalent).	X		Application/Interview
Acceptable driving record.	X		Application/Interview
Willingness to undertake and maintain required training (e.g. MIDAS, safeguarding).	X		Application/Interview
<b>Experience</b>			
Experience of driving larger vehicles or minibuses.	X		Application/Interview
Experience of working with or supervising children or young people (paid or voluntary).	X		Application/Interview
<b>Skills and Knowledge</b>			
Strong awareness of road safety and vehicle operating procedures.	X		Application/Interview
Understanding of safeguarding responsibilities when working with children.	X		Application/Interview
Ability to supervise pupils and manage behaviour calmly and appropriately.	X		Application/Interview
Good communication and interpersonal skills.	X		Application/Interview
Ability to follow routes, schedules, and school policies accurately.	X		Application/Interview
<b>Qualities and Attributes</b>			
Reliable, punctual, and well organised.	X		Application/Interview
Calm, patient, and responsible approach.	X		Application/Interview
Professional and courteous manner at all times.	X		Application/Interview
Ability to remain alert and focused for the duration of shifts.	X		Application/Interview
Committed to promoting pupil safety and wellbeing.	X		Application/Interview

The successful candidate will be required to undergo an Enhanced DBS check, MIDAS (Minibus Driver Awareness Scheme) certification, and first aid training.

# Recruitment Information

**School Minibus Driver**  
**September 2026**



## How to Apply

Should you wish to apply for the post, please complete our online application form which is accessed via the vacancies page of the school's website ([www.rudheathsenioracademy.org.uk](http://www.rudheathsenioracademy.org.uk)), and send this to [recruitment@rudheathsenioracademy.org.uk](mailto:recruitment@rudheathsenioracademy.org.uk) by the closing date and time.

Closing date: **Friday 29<sup>th</sup> May 2026**

Time: **09:00am**

## Safeguarding Commitment

The North West Academies trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced Disclosure and Barring Service (DBS).

## Diversity in the Workplace

The North West Academies trust values diversity in the workforce and is committed to ensuring that throughout the recruitment and selection processes no applicant is disadvantaged or discriminated against because of the protected characteristics of age, disability, gender re-assignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief and sexual orientation.

