



PRIORY APPRENTICESHIPS

Education Site Assistant Level 2

COURSE GUIDE

Overview

Site teams play a vital role in keeping schools safe, efficient and compliant. As part of a Multi Academy Trust, Priory Apprenticeships understands the challenges faced by education estates—from ageing buildings to tight budgets and increasing compliance demands. Our Level 2 programme is designed specifically for school-based property maintenance staff, building the practical skills, technical knowledge and safety-first mindset needed to maintain a high-quality learning environment.

What sets our programme apart is that it's delivered by an experienced former school site manager, ensuring every skill taught is relevant, proven and directly applicable to your school's day-to-day operations.

About Priory Apprenticeships

Priory Apprenticeships is part of a large Multi-Academy Trust, giving us a unique insight into the needs, challenges and pressures of the education sector. We specialise in training programmes designed specifically for school environments, ensuring staff develop the practical skills, knowledge and confidence needed in various roles.

Our close partnership with schools ensures our apprentices receive training that reflects real world demands, helping site teams keep buildings safe, efficient and fit for learning.

www.prioryapprenticeships.co.uk

Why

BENEFITS FOR EMPLOYERS

- Builds a capable in-house maintenance team, reducing reliance on external contractors
- Supports succession planning and reduces reliance on external recruitment
- Boosts retention by investing in clear development pathways
- Helps drive improved productivity and professionalism across the organisation
- Strengthens the overall quality and consistency of property maintenance work
- Funded, low-cost training accredited by industry
- Ensures staff understand safety, compliance and regulations in school buildings

BENEFITS FOR LEARNERS

- Develops a wide range of hands-on maintenance skills
- Builds confidence in diagnosing and repairing common building issues
- Provides essential safety training and understanding of compliance
- Offers practical experience across carpentry, plumbing, electrical, decorating and more
- Leads to a nationally recognised qualification

How is the Programme Funded?

This programme is eligible for funding through the apprenticeship levy or Government Co-Investment. Employers may also be eligible for incentive payments from the Government for each learner on this course.

Course Value: £14000

Speak to us if you have any questions around programme funding.

Requirements

LEARNER

- Must be able to complete practical tasks and gather workplace evidence
- Should be committed to attending workshops and completing assessments
- Must have employer support to complete off-the-job training
- Must not already hold a qualification at the same or higher level in property maintenance

EMPLOYER

- Must provide a suitable role that allows the learner to practice a range of maintenance tasks
- Must allow active learning time (roughly 6 hours per week)
- Must support project activity and access to relevant systems and information
- Should assign a line manager or mentor to support learner progress

Typical Workshops

- 1 Preparing for Safe Property Maintenance Work**

An introduction to the programme covering safe working practices, risk assessments and preparing to carry out maintenance tasks confidently and responsibly.
- 2 Electrical Faults and Isolation**

Learn how to identify basic electrical faults and apply safe isolation procedures to ensure work areas remain compliant and secure.
- 3 Isolation and Identifying Plumbing & Drainage Leaks**

Develop skills in locating common plumbing and drainage issues and learn safe isolation techniques before carrying out repairs.
- 4 Carpentry Skills and Repairs**

Gain practical experience in basic carpentry tasks and minor timber repairs commonly required in property maintenance.
- 5 Plastering and Minor Repairs**

Learn how to carry out small plastering jobs, patch repairs and surface preparation to maintain internal finishes.
- 6 Preparation for Painting Woodwork and Walls**

Explore methods for preparing different surfaces, selecting materials and achieving a professional paint finish.
- 7 Tiling and Flooring**

Develop skills in removing, repairing and installing basic tiling and flooring materials.
- 8 Barriers and Fencing to Secure Workspaces**

Learn how to erect barriers, temporary fencing and signage to protect work areas and maintain safety on site.
- 9 Communication**

Build clear communication techniques essential for working with colleagues, supervisors and building users.
- 10 Keeping Up to Date with Legislation, Regulations & Standards**

Understand the legal and regulatory frameworks that govern property maintenance and safe working practices.

Typical Workshops

- 11 Safely Isolate Electrical Supplies**
Revisit and build on safe electrical isolation procedures to reinforce confidence and competence in this core skill.
- 12 Principles & Components of Plumbing Systems**
Gain insight into how plumbing systems are structured and how to maintain key components safely and effectively.
- 13 Principles of Good Water Hygiene**
Learn about water hygiene risks, including legionella, and safe practices to maintain healthy water systems.
- 14 Common Forms of Masonry Defects: Bricklaying & Pointing Up**
Identify typical masonry issues and practise basic bricklaying and pointing techniques.
- 15 Common Types of Roofs & Potential Defects**
Explore roof structures, materials and signs of common defects to support safe reporting and basic maintenance.
- 16 Common Types of Fencing & Repairs**
Learn how to identify damaged fencing and carry out basic repair or replacement tasks.
- 17 Grounds Maintenance**
Develop knowledge of grounds maintenance tasks, tools and seasonal requirements.
- 18 Basic Woodwork Skills**
Build essential woodworking abilities that support a range of repair and installation tasks.
- 19 Basic Use of Machines, Tools & Equipment Maintenance**
Learn how to safely use, maintain and store the tools and equipment required in the role.
- 20 Fitting a WC, Sink and Water Feeds**
Gain hands-on experience installing basic sanitaryware and connecting water feeds safely.

Typical Workshops

- 21 Fitting Guttering and Repair**
Develop skills in installing, maintaining and repairing guttering systems.
- 22 Environmental Regulations**
Understand environmental responsibilities, waste disposal requirements and sustainable working practices.
- 23 Principles of Good Water Hygiene**
Learn about water hygiene risks, including legionella, and safe practices to maintain healthy water systems.
- 24 Common Forms of Masonry Defects: Bricklaying & Pointing Up**
Identify typical masonry issues and practise basic bricklaying and pointing techniques.

How Long is the Programme?

The Property Maintenance Operative programme is completed over 24 months, plus a 3 month assessment period.

How Will You Be Assessed?

Learners will be assessed throughout their programme and will be required to complete an end of programme assessment. During the programme learners build a portfolio of evidence demonstrating their leadership skills, behaviours and application within their workplace.

The EPA includes:

- A Professional Discussion – a structured conversation with an independent assessor, based on the learner's portfolio.
- A Practical Skills Test – the learner completing a series of real-world maintenance tasks under assessment conditions.

Get Started

EMPLOYER

If you are an employer, you can nominate team members that you would like to complete this professional training. Scan the QR Code and complete the short form or get in touch via our contact information below.

LEARNER

If you would like to enrol onto this programme yourself, speak to your line manager and they will support you. You can also reach out to us directly. Please note that we will need to contact your line manager to confirm you have support to complete the programme.



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