****

**Lower Farm Academy**

**Cleaner Application Pack**

**Location:** ***Lower Farm Academy, Milking Lane, Weddington, Nuneaton, CV10 OFG***

**REAch2 Registered address:**

**REAch2 Academy Trust**

Henhurst Ridge Primary Academy

Henhurst Ridge

Branston

Burton-Upon-Trent

DE13 9TQ

[www.reach2.org](http://www.reach2.org)

**C:\Users\ingrida.macenkiene\Desktop\untitled 2.pngC:\Users\ingrida.macenkiene\Desktop\untitled 3.pngC:\Users\ingrida.macenkiene\Desktop\untitledv4.pngC:\Users\ingrida.macenkiene\Desktop\untitled 5.png**

**Contents**

- Letter from Sir Steve Lancashire, Chief Executive

- The application process

- Information about the role

- Background on REAch2

- Job Description

- Person Specification

**Letter from Sir Steve Lancashire, Chief Executive, REAch2 Academy Trust**

Dear Candidate,

Thank you for your interest in this role within the REAch2 Academy Trust.

This is a hugely exciting time for our family of schools. The Trust has been recognised by the Department for Education as being well placed to raise standards and achieve excellence for pupils in a growing number of schools nationwide. We are presented with a rare opportunity to make a real difference to the lives and life chances of so many primary school children – many of whom haven’t previously received the educational opportunities they deserve.

The Trust has academies based all across England and includes schools at various stages of development, from those requiring significant improvement through to existing outstanding schools. As a Trust we are clear about the importance of achieving long term sustainability for our schools. Our vision is to enable individual academies to flourish with real autonomy, whilst also ensuring a strong ethos of support and collaboration across our schools.

Teachers within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust. In time, our best teachers are able to work across schools, develop specialisms and step up to leadership roles within and beyond their own academy. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike.

Those we recruit are able to demonstrate that they share our values, are highly motivated to work with colleagues within and beyond their school to continuously develop their skills and pursue professional excellence, and are committed to providing the highest standards of teaching for all children. If that is you then we would be delighted to receive your application.

Sir Steve Lancashire

Chief Executive, REAch2 Academy Trust

**The application process**

You are invited to submit an application form, which is available together with this document.

REAch2 Academy Trust has an Equal Opportunities Policy for selection and recruitment. Applicants are requested to complete and return the Equal Opportunities Monitoring form separately with their application.

In accordance with our Safeguarding Policy the successful candidate will be required to have an enhanced DBS check.

**To arrange an informal discussion please contact:** **Andy How, Head Teacher**

Email address: [**head@lowerfarmacademy.org**](mailto:head@lowerfarmacademy.org)

Telephone number**: 07769 961756**

**Completed application forms should be sent to:**

**Cherie Padmore, School Business Manager**

Email address: [**sbm@lowerfarmacademy.org**](mailto:sbm@lowerfarmacademy.org)

**About the role**

Lower Farm Academy is looking for a pro-active, dedicated cleaner to join our team.

**The successful candidate will:**

* Ideally have previous experience in a school environment, although this is not essential.
* be enthusiastic, highly motivated, enjoy working with young children and be passionate about making a positive difference to children’s lives.
* be able to work as part of a successful, hardworking, dedicated team

**Background on REAch2**

Founded in 2012, REAch2 Academy Trust is the largest primary-only academy trust in the country. We are a growing charitable organisation currently supporting over 50 primary academies across England.

We are a family that delivers school to school improvement, going the extra mile for all our children. We are passionate about dispelling the myth that only certain children are able to achieve.

With extensive school reform and proven educational excellence in our core staff, REAch2 set a mission: to help struggling schools to improve their provision and to offer outstanding education to our pupils, from disadvantaged or deprived communities. The drive was not to grow an empire of schools, but rather the compulsion to share our proven approach to sustained school improvement for the benefit of children and their communities.

But REAch2 is about so much more, offering a richness of experience that gives real colour throughout the time our children spend with us.

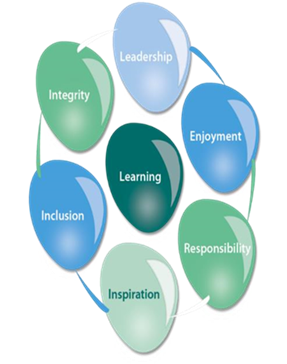
Schools, staff and children within the Trust benefit from a strong ethos of support and collaboration across the REAch2 family. Teachers within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities.

**Our Cornerstones and Touchstones**

REAch2 is the Cornerstone of the entire Trust: providing a strong, responsible foundation from which every Academy develops and grows. A cornerstone provides a subtle yet paramount role in a building and ensures that REAch2 id trustworthy, reliable and inspirational organization, delivering the best possible learning experience.

What gives each REAch2 Academy its uniqueness are the touchstones of the Trust seven principles, which make our Academies distinctive. Just as 500 years ago, touchstones were used to test the quality of the gold they marked, so too our touchstones are used to express values and ethos of the Trust. They describe what the Trust wants to be known for and how it wishes to operate.

**What are these Touchstones?**



Children and adults will flourish in REAch2 academies: academically, emotionally, physically and spiritually so that all dimensions of humanity are nurtured.

We notice talent and spot the ‘possible’ in people as well as the ‘actual’; Developing potential within in our Trust becomes a realization that there is a future worth pursuing for everyone.

Children deserve enjoyment in their learning and the pleasure that comes from absorption in a task and achieving their goals. Providing contexts for learning which are relevant, motivating and engaging, will release in children their natural curiosity, fun and determination.

Inspiration breathes energy and intent into our schools: through influential experiences of people and place, children are compelled to believe that no mountain is too high and that nothing is impossible.

REAch2 serves a wide range of communities across the country and we celebrate the economic, social, cultural and religious diversity that this brings: embracing inclusion ensures that we are a Trust that serves all, believing that everyone can and must succeed.

**You can learn more about the touchstones, and hear from staff and pupils across REAch2 schools, at our website:** [**www.reach2.org**](http://www.reach2.org)

**Job Description**

**Post: Cleaner**

Salary Range: SCP 1-3 - £9.00 per hour – Real Living Wage (1 hour per day) 5 hours per week, term time plus a bank of hours to be worked during school holidays. Actual Salary £2000.67

FTE Salary: £17364 per annum.

Responsible to: School Business Manager/Site Manager/Head Teacher

Job Purpose:

1. TERMS AND CONDITIONS OF EMPLOYMENT

The responsibilities detailed below are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment). The post-holder is also subject to:

The Academy’s policies as specified by REAch2, the REAch2 Staffs Multi-Academy Trust (West Mids MAT), the Executive Principal (EP) and / or the Local Governing Body (LGB);

The Academy’s procedures and practices as specified by the Head.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed. It is not necessarily a comprehensive definition of the post; it will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post-holder.

Main Purposes of Role:

· To provide a clean and pleasant environment in order to facilitate the effective use of the school by those staff and pupils who occupy it.

· To maintain cleanliness in order to prevent any health risks from occurring.

Key Accountabilities:

· To work on a rotation basis to clean specified areas of the school to the required standard, as instructed:

- Washing floors, surfaces, skirting boards, fixtures and fittings and walls up to a safe height;

- Cleaning inside windows up to a safe height with the aid of a small step ladder (following working at height policy);

- Sweeping and vacuuming floors;

- Polishing and dusting surfaces and furniture;

- Cleaning toilets and washrooms;

- Using and storing safely cleaning materials as appropriate, in accordance with their instructions.

- To launder dusters, tea towels etc., if required.

· To empty bins and remove rubbish from the premises.

· To report any damage to school property or other relevant matters to the Site Manager/School Business Manager.

· To use powered cleaning equipment as directed and in accordance with training.

· To undertake relevant seasonal work as instructed by the Site Manager/School Business Manager.

General Duties:

· To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.

· To undertake health and safety duties commensurate with the post and/or as detailed in the school’s Health and Safety Policy.

Notes:

· This post is subject to a criminal record check under the arrangements established by the Disclosure and Barring Service.

· Five Spires Academy reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility.

· Reasonable adjustments will be considered as required by the Disability Discrimination Act.

· The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council’s Equal Opportunities Policy.

· You should be able to give regular and effective service without undue risk to your health. If successful, you will be asked to provide details of your health record on a health declaration form. This will be treated with strict confidentiality. This forms part of our pre-employment checks.

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
| Experience |  | Cleaning experience in an educational setting | A/I/References |
| Education and  Qualifications |  |  | A/Certificates |
| Training/Development |  | Up to date Health & Safety training in use of chemicals, safe working practices | A/I |
| Skills and Abilities | Ability to work in a team Hardworking, punctual, reliable, trustworthy Ability to work within set time limits and complete tasks on time. Ability to follow instructions as issued by line manager |  |  |
| Other factor | Ability to work specific hours during ‘bank’ of holiday hours as directed by Site Manager/SBM Eligibility to live and work in the UK Suitability to work with children |  | I/DBS check/Right to Work documentation |

A = Application Form, I = Interview

Five Spires Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.