



Framwellgate School Durham

Cleaner

Candidate Information Pack

Salary: FSD2 Grades 2-3 £22,366 - £22,737 full time equivalent; pro rata to hours and weeks worked amount £9,671 - £9,832

**16 hours per week:
Hours: 3.00pm – 6.30pm Monday to Wednesday
3.00pm – 6.15pm Thursday
3.00pm to 5.15pm Friday**

**Permanent
Whole time**

Start Date: as soon as possible



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We wish to appoint a highly motivated and hard-working cleaner to join an already very successful support team. Over the last five years we have assembled an excellent group of senior leaders, teachers and support staff who are having a significant impact on the quality of provision at the school.

Framwellgate School Durham is an 11-18 non-selective secondary school and Single Academy Trust. The school roll has increased by 35% in three years and in September 2022 we were oversubscribed with more than 1300 students on roll.

The successful candidate will possess energy and enthusiasm, and a willingness to work hard, use initiative and work as part of a team are all essential. We can offer you an environment where student behaviour is excellent, prior attainment levels are amongst the highest in the North-East, and our students and staff are a pleasure to work with. With over 20 new teachers, including a number of NQTs, and a number of support staff appointed over the last few years, we have quickly become a vibrant and exciting school in which to work.

Queries and applications should be submitted to Executive Assistant, Fiona Thompson at Thompson.f@framdurham.com

Key Dates

The closing date for applications is: Monday 23rd September at 9.00am

Framwellgate School Durham is committed to the safeguarding of children and young people. An enhanced disclosure from the DBS and barred list clearance will be required for this post, together with completion of a pre-employment health questionnaire.

**The Excel Academy Partnership
at Framwellgate School Durham
Newton Drive**

Durham

DH1 5BQ

Tel: (0191) 3866628

Email: Thompson.f@framdurham.com

About the school

Framwellgate School Durham (FSD) is an 11-18 school which was granted academy status in 2011. There are over 1300 students on roll including 180 in the Sixth Form. Our roll has grown by 35% in recent years and is projected to increase further still as the sixth form grows. The school serves the population to the north of Durham city, primarily from the Newton Hall estate, but we attract students from a wide surrounding area and over 20 feeder primary schools. We are a high achieving 11-18 academy with a strong track record in both provision and outcomes. We are fully committed to the students in our care, and work to ensure that both the pastoral provision and quality of teaching is the very best.

Aims and ethos

Framwellgate School Durham is an inclusive comprehensive school with high expectations of both our staff and students alike. In the Spring of 2018 we consulted students, staff and parents, and re-evaluated our ethos; the result of this exercise was an ethos statement (below) which emphasises compassion and kindness and places the well-being and happiness of our students alongside academic achievement. A new school uniform was introduced in September 2018 and students wear this with pride.

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Our school promotes academic excellence and embraces the shared values of honesty, integrity, respect and compassion. We want our students to be ambitious, kind, resilient and hardworking, and have a genuine passion for learning. We want them to change the world with the knowledge, skills and confidence they have learned here; to champion fairness, have friendships for life, and pride in our school. Above all, we want our students to be happy.

Job Description: Cleaner

Job Title	Cleaner
Grade	FSD2 grades 2-3
Hours of Duty	See front of this document
Postholder	Vacancy
Responsible to:	Cleaning Supervisors
Principal function	To work individually or as part of a team to undertake the cleaning of designated areas and to use own initiative to ensure high standards of cleanliness and hygiene are met and maintained.
Main areas of responsibility	<ul style="list-style-type: none"> • Ensure all waste bins are emptied and refuse is removed and taken to the designated disposal point to ensure the site is clean and tidy and meets with health and safety requirements. • Clean all furniture and fittings including ledges, pipe work and radiators ensuring high standards of cleanliness and hygiene are met and maintained. • Clean all sanitary fixtures and fittings including the lavatories, wash room facilities and showers etc., ensuring all areas are maintained to the required standards of health and safety, reporting any damaged



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	<p>or broken facilities, or other maintenance issues to the appropriate member of staff.</p> <ul style="list-style-type: none">• Carry out vacuuming in all carpeted areas ensuring correct use, carrying and storage of equipment.• Clean all other floor areas appropriately i.e. sweeping, mopping, polishing etc., ensuring wet floor health and safety hazard signs are used when required to ensure wellbeing of staff/visitors is maintained.• Use floor scrubbing machines when required, following correct operating procedures to ensure personal and others' safety and wellbeing.• Check windows and doors are free from damage and closed after cleaning has been carried out to ensure the facilities are locked and secured appropriately.• Attend any training courses relevant to the post, ensuring continual personal and professional development.• Work individually and as part of a team.• Completion of paperwork as and when required under the direction of the line manager• Present oneself as a role model to students in speech, dress, behaviour and attitude. A uniform is provided and must be adhered to at all times; if you decline the footwear offered by the school then any footwear provided by yourself must be fit for purpose.• The post holder may be required to undertake any other duties commensurate with the role.
Additional Information	<ol style="list-style-type: none">1. This job description allocates duties and responsibilities but does not direct the amount of time to be spent carrying each of them out.2. The duties outlined above cannot totally encompass or define all tasks which may be required of the post holder.3. The post will be reviewed at least once every two years and it may be subject to modification or amendment at any time, after consultation with the post holder.
<p>The above responsibilities are subject to the general duties and responsibilities contained in the relevant Conditions of Service.</p> <p>Other duties may be allocated from time to time, commensurate with the grade of the post.</p>	



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<p>General Responsibilities</p>	<ul style="list-style-type: none"> • All staff are expected to safeguard and promote the welfare of all students with whom they come into contact and must adhere to the school's Child Protection and Safeguarding Policy. • All staff are expected to carry out their duties with full regard to the school's Behaviour Management and Exclusions Policy, Anti-Bullying Policy, Equality, Diversity & Community Cohesion Policy, Single Equality Scheme and Medical Needs Policy. • All staff must follow the school's Health and Safety Policy. • All staff must comply with all school policies, including the No Smoking Policy.
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Person Specification: Cleaner

	Essential	Desirable
Qualifications & Experience		<ul style="list-style-type: none"> • Willingness to undertake training • Experience of working in a team • Experience of working in a school environment
Knowledge & Skills	<ul style="list-style-type: none"> • Able to work to tight deadlines • Able to work calmly, methodically and accurately • Good interpersonal skills with both colleagues and students • Able to communicate effectively with a range of people 	
Personal Attributes	<ul style="list-style-type: none"> • Able to work effectively as part of a team and work alone • Able to adhere to policies, procedures and relevant legislation relating to child protection, behaviour, health and safety, security, confidentiality, data protection and equal opportunities and any 	



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	<p>other policies/legislation in relation to the post.</p> <ul style="list-style-type: none">• Able to form good relationships with students, staff and service users• Able to follow direction from Line Manager• Able to work flexibly to meet deadlines and respond to unplanned situations, under the guidance of senior staff• Evidence of excellent attendance and punctuality record• Commitment to the highest standards of child protection• Recognition of the importance of personal responsibility for Health and Safety• Commitment to the school's ethos, aims and its whole community• Willingness to undertake training in relevant courses• Enthusiasm, commitment to the role and a willingness to learn, acquire new skills and develop existing ones	
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The Application Process

Please complete the Application Form available from this website, or by contacting the school on 0191 386 6628.

Guidance on completing the application form:

Candidates are requested to complete the application form in full.

Your completed application form should be emailed 'in confidence' to Fiona Thompson at Thompson.f@framdurham.com or posted to Fiona Thompson at: Framwellgate School Durham, Newton Drive, Durham, DH1 5BQ by no later than **Monday 23rd September 2024 at 9.00am**. All applications will be acknowledged by email. Please note that we do not accept CVs.