



CLEANER

GRADE: 03 (Point 02)

ACTUAL SALARY: £5,117 - £7,847

**CONTRACT: 10-15 hours per week, term time only
+ 3 weeks (42 weeks)**

START DATE: ASAP

CANDIDATE INFORMATION PACK



What is included within this pack?

Within this pack you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- Welcome from The Headteacher
- About the School
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). The Cleaner position presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very important time.

We are eager to appoint positive, flexible staff who will support or students.

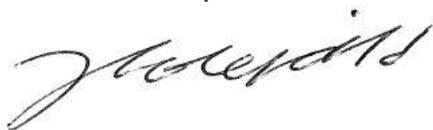
Stanton Vale School is a vibrant, stimulating and specialist community in which pupils and staff value themselves and others. We aim to challenge, motivate and empower individuals with the skills and knowledge for a life beyond school. We want the students and staff of Stanton Vale to be both aspirational and inspirational.

If you think you have got what we are looking for, we look forward to receiving your application for consideration.

For further information, please contact Tarina Chow via email to info@stantonvale.co.uk or visit our website at www.esteemmat.co.uk/jointheteam. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

I wish you well in your application.

Yours faithfully



Julian Scholefield
Chief Executive Officer

About Esteem Multi-Academy Trust

Esteem Multi-Academy Trust currently comprises of twelve academies throughout Derbyshire, Derby City, and east Staffordshire. Formed by a group of like-minded school leaders in August 2018, the MAT is currently responsible for the education and care of approximately 1,200 students and employs around 750 staff. The total revenue budget for the MAT is approximately £23 million and plans are in place to expand further.

Esteem Multi-Academy Trust includes 7 special schools, 4 alternative provision academies and a mainstream infant and nursery school with an enhanced resource provision educating young people with autism and learning disabilities. We wish to grow further to fulfil our vision to become a centre of excellence for special educational needs and disabilities (SEND) in the midlands. We have a well-defined set of values and a clear vision for the MAT to become a regional hub for expertise in SEND and inclusion. We share a collaborative ethos, believing that we can achieve more for our pupils as a collective group of schools than we could separately. Our academies focus on the holistic needs of the young person, due to students' vulnerabilities. So, 'joined-up thinking', between our academies and different agencies, is essential to deliver the right support for our students.

The main aims of Esteem MAT are to:

- Provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world;
- Deliver high standards and value for money from our support services, resources, estate and technology; and
- Invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice.

As a group of academies working together, we can share and deliver better practice. We will be able to commission health, care and therapy services in a fully 'joined-up' way.

Welcome from the Headteacher

Dear prospective applicant,

Thank you for your interest in applying for the post of Cleaner at Stanton Vale School. Stanton Vale is an all-age academy with students joining from age two and potentially staying with us until they are nineteen. The students have a range of needs and abilities, but mainly have severe, complex or profound and multiple learning disabilities. The academy has a growing reputation for working with more complex youngsters, which means our staff are skilled in supporting the physical and complex health needs of these students.

Stanton Vale School is a relatively small academy, with 95 students on roll. This gives the academy a close community atmosphere, where students feel safe and happy as they are supported and empowered to reach their full potential. We are proud of the fact that our academy is a great place, both to learn and to work.

We have a dedicated and talented staff team who have genuine ambition for the students they teach. Our governing body is supportive and challenging as well as being open to new ideas and fresh approaches. But it is the students who are at the heart of Stanton Vale School. It is their enthusiasm and drive that makes the academy such a special place.

As well as making a positive contribution to the lives of our students, we can offer you:

- A supportive, collaborative and friendly staff environment where you will have the chance to make a real and positive impact on the lives of Stanton Vale School's students
- Professional and continuous training programmes and a supportive career progression
- Generous pension schemes (LPGS)
- A range of health and wellbeing services through Westfield Health
- Free, on-site car parking
- School social events
- A commitment to staff well-being



Within this pack you'll find lots of information on the application process and about the academy. However, you may also wish to visit us and see for yourself the energy, enthusiasm and above all the joy for learning of the students here.

We welcome applications from candidates who, having read the application pack, feel they have the necessary skills and experience to fulfil the role.

The closing date for applications is 23:59 on 21 July 2023, visits to the site are encouraged, please contact the school on 0115 972 9769 to arrange this.

Interviews for this post are to be confirmed.

Thank you again for your interest in our academy; I wish you well with your application.

Yours faithfully,

Emma Kehoe
Headteacher
Stanton Vale School

About Stanton Vale School

Stanton Vale School is a vibrant all age special academy located in Long Eaton, working with students primarily from the south east of Derbyshire but also from Derby City, Nottinghamshire and Leicestershire. Our students' complex needs can act as a barrier to effective learning. The academy has a strong reputation for multi-disciplinary work aimed at overcoming these challenges. We then build on this by focusing on what students can do.

Our most complex students benefit from a specialist sensory based approach and learn through an experiential curriculum. Our more able students spend time working on key skills of learning and, at an appropriate time, their curriculum may become more formal in line with their developing skills and understanding. For all our students, outcomes rooted in their Education Health Care Plan (EHCP) are the driver to their learning and individual curriculum. As with any special school, we ensure equality of opportunity for our students and work hard to provide a range of additional activities such as college visits, residential activities, community visits and enhanced provision in sports and especially the arts.

The academy also benefits from having a dedicated nurse on site as well as access to speech & language therapy, physiotherapy and occupational therapy. Strong links with parents and governors are fostered through a range of formal and informal events with the academy striving to be at the centre of its community.

The students benefit from access to a swimming pool on site as well as specialist teaching spaces such as a 'soft mobility room', library, adapted kitchens. Externally we have large grounds. Dedicated play spaces are complimented with an allotment, quiet area and an outdoor willow learning space. Students also spend time at The Long Eaton School as well as attending Central College as appropriate.

Further information about our academy can be found on the website at www.stantonvale.co.uk

The advertisement

Job Title: Cleaner

Location: Stanton Vale School, Thoresby Road, Long Eaton, NG10 3NP

Grade/Scale: Grade 03 (Point 02), £5,117 - £7,847

Start date: ASAP

Contract: 10-15 hours per week, Term time + 3 weeks (42 weeks per year)

Stanton Vale School is a vibrant, stimulating and specialist community in which pupils and staff value themselves and others. We aim to challenge, motivate and empower individuals with the skills and knowledge for a life beyond school. We want the students and staff of Stanton Vale to be both aspirational and inspirational. We are passionate training and developing our staff.

We are looking to appoint a flexible, reliable, enthusiastic and hard-working person to join our cleaning team to maintain a high standard of cleanliness within our school.

Reporting directly to the Site Manager, the ideal candidate will have knowledge of health and safety procedures and precautions and awareness of COSHH regulations and health and hygiene procedures. We look to appoint staff who are willing to contribute fully to the life of the school and who are committed to safeguarding and promoting the welfare of children and young people.

Benefits include: LGPS Pension Scheme, school holidays, Westfield Health membership and free parking.

For further information or to arrange a visit to the school, please contact the admin team on 0115 9729769, via email to info@stantonvale.co.uk or visit our website at www.esteemmat.co.uk/jointheteam. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 21 July 2023 (23:59)

Interview date: TBC

Stanton Vale School reserves the right to close this advertisement early upon suitable appointment

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information.

Job description and person specification

Job Description: CLEANER

Post Title:		Cleaner
Location:		Stanton Vale School, Thoresby Road, Long Eaton, NG10 3NP
Purpose:		To provide a first class cleaning service for the school, which will include working in all types of rooms, including offices, classrooms, halls, corridors, bathrooms and toilets.
Reporting to:		Site Manager
Responsible for:		n/a
Liaising with:		tbc
Working Time:		10-15 hours per week, Term time + 3 weeks (42 weeks)
Salary/Grade:		Grade 03 (Point 02), Actual Salary £5,117 - £7,847
Disclosure level		Enhanced

PRINCIPLE RESPONSIBILITIES

To achieve the above

- To be responsible for cleaning allocated areas of the school site (this will vary from time to time)
- Main cleaning duties will include:**
- Vacuum cleaning hard and soft floors
 - Spot cleaning of spillages
 - Wiping furniture, ledges, pipes, paintwork, doors and walls
 - Emptying and cleaning bins
 - Cleaning toilets, including sanitary fittings and surrounds
 - Sweeping, mopping and cleaning hard floor surfaces
 - Polishing and straightening furniture
 - Polishing glassware
 - Dusting
 - Replenishing janitorial supplies in toilets etc.
 - Carpet shampooing as required
 - To use cleaning materials as instructed
 - To operate cleaning machinery as trained, to clean soft and hard surfaces, such as vacuum cleaners and polishers.
 - Swift reporting of any hazards or defects to the Site Manager

Other Generic Responsibilities:

- Represent and promote the ethos and values of Esteem Multi-Academy Trust
- To take and be accountable for all decisions made within the parameters of the job description
- Participate with performance management and training and activities that contribute to personal and professional development
- Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities

- Provide a high standard of customer service in all dealings internal and external to the MAT
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: CLEANER Esteem Multi-Academy Trust

	Essential	Desirable
Qualifications and Training	Good standard of literacy and numeracy	NVQ Level 1 OR BIC's in cleaning or similar
Experience		Experience of working as a cleaner Experience of using powered equipment (eg floor buffer)
Knowledge and skills	Ability to work as part of a team Flexible attitude to work Good interpersonal skills Positive approach	Knowledge of health and safety procedures and precautions. Awareness of COSHH regulations. Awareness of health and hygiene procedures.
Other	Be honest, reliable and trustworthy Be open and frank and not afraid to ask for help when it is needed Be punctual to work and have an excellent attendance record.	

Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2022' guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity is suitable to undertake the role. Interviews and DBS checks are also undertaken.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.

Application process and timeline

Application forms are available on our website at <https://www.esteemmat.co.uk/vacancies>.

After the closing date, shortlisting will be conducted by a panel who will match your skills and experience against the criteria in the Person Specification. You will be selected for interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications prior to interview. Any relevant issues arising from references will be discussed at interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

Closing date for applications: 21 July 2023 (23:59)

Interview date: TBC

For further information, please contact the admin team on 0115 9729769, via email to info@stantonvale.co.uk or visit our website at <https://www.esteemmat.co.uk/jointheteam>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.