

# CANDIDATE INFORMATION PACK



Heckmondwike  
Grammar School

## JOB TITLE **Cleaner**

Are you are enthusiastic, flexible and reliable?

**SALARY** £9.50 per hour

Then this will be the job for you.

**TERM/  
HOURS** 12.25 hour per week  
Monday to Thursday  
3.30pm to 6pm, Friday  
3.30pm to 5.45pm. These  
hours may be varied during  
the school holidays.

This post provides a unique opportunity to work within a high-performing and growing 11 to 18 grammar school with a large sixth-form and exceptional students.

**CLOSING  
DATE** This recruitment is  
on-going and there is  
currently no closing date  
for applications.



**HECKMONDWIKE**  
GRAMMAR SCHOOL

THE SCHOOL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE AND EXPECTS ALL STAFF TO SHARE THIS COMMITMENT. OFFERS OF EMPLOYMENT ARE SUBJECT TO TWO SATISFACTORY REFERENCES, A SIX MONTH TRIAL PERIOD AND AN ENHANCED DBS DISCLOSURE. WE ARE AN EQUAL OPPORTUNITIES EMPLOYER.

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**HECKMONDWIKE**  
GRAMMAR SCHOOL



## Cleaner

### Department Information

#### About Us:

At Heckmondwike Grammar School, our motivation is for our students to enjoy their school days and to become thoughtful, articulate, confident and responsible members of society. In order to achieve this, we rely on our staff to work closely with students, parents and teachers to provide a supportive community, keeping the well-being of our students at the forefront of everything we do.

#### The Role:

We take pride in the presentation of our School and provide our students with the best environment to learn. We require a Cleaner who will be responsible for the cleaning of classrooms, offices, entrances and social areas and other areas of the School to achieve and maintain a high standard of cleanliness.

#### Responsibilities:

Specific responsibilities are set out in a detailed job description.

#### Why Should You Apply?

Heckmondwike Grammar School is a unique school, with students who are eager to learn, keen to know more and want to enjoy their educational experiences. It is exceptional in many ways: a very diverse school community that produces results of the highest quality. We work effectively with the young people, really care about them and their futures and have an ultimate success measure of enabling them to proceed to where they want to go.

In return, we offer a competitive salary and membership to a Local Government pension scheme.

If you are interested in this position then please visit the vacancies section of our website [www.heckgrammar.co.uk/vacancies](http://www.heckgrammar.co.uk/vacancies).

### How Should You Apply?

Completed applications should be sent by email to: [recruitment@heckgrammar.co.uk](mailto:recruitment@heckgrammar.co.uk).

Further information about the school is available on the school website [www.heckgrammar.co.uk](http://www.heckgrammar.co.uk)

#### Protection of children:

Disclosure of criminal background of those with access to children.

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on <https://www.gov.uk/government/organisations/ministry-of-justice>.

Shortlisted candidates will be asked to provide details of unspent convictions and those that would not be filtered prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure and Barring Service before your appointment is confirmed.

#### Safeguarding Statement:

Heckmondwike Grammar School is committed to safeguarding and promoting the welfare of its students and expects all employees and volunteers to share this commitment.