

Cleaner

Scale 1 (Point 1 - 3) £17,842 (pro-rated to £7,151)

17.5 hours per week, 3.15pm to 6.45pm, 38 weeks per year (term time only)

+ 3 teacher training days

Weavers Academy

Start Date: ASAP

'Striving for success, focusing on learning



**WEAVERS
ACADEMY**
*Creative
Education
Trust*



Dear Colleague

Thank you for your interest in the role of Cleaner at Weavers Academy.

Working in partnership, Weavers Academy and the Trust have made much progress in recent years.

Underpinning our vision - *‘striving for success by focusing on learning’* – the school has pursued a rigorous and continuous programme of educational improvement. As a result, curriculum planning, teaching strategies and assessment techniques have advanced and driven student progress. Work that the school has done to further improve behaviour and attendance has resulted in students becoming increasingly ambitious for their futures.

Our unique Knowledge Connected approach teaches students to analyse and understand their curriculum of study through the application of six key concepts, encouraging them to identify and solve problems in practical and creative ways that give them a sense that they can have an impact on the world around them.

We were delighted to have been awarded a ‘good’ judgement from Ofsted in May 2017. However, we are not complacent and want to achieve much more for our students and to build on the school’s strengths. We seek to appoint an ambitious, creative, committed and energetic colleague to be a key contributor to the achievement of this goal.

To ensure that our staff remain at the leading edge of educational thinking and practice we offer a wide range of professional development opportunities. In addition, in joining a growing group of schools, you will have the opportunity to have an impact on how the wider network develops through school-to-school support.

You can watch a short video on what it means to be part of Creative Education Trust, illustrating our ‘Knowledge Connected’ approach to learning on our YouTube channel:

www.youtube.com/user/creedacad.

I look forward to receiving your application.

Yours sincerely

Vivien Swaida
Principal

“We seek to appoint an ambitious, creative, committed and energetic colleague”

You can find out more at:

www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST

Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.

Our aims for our students are to:

- ★ Raise their attainment in exams and tests through outstanding teaching
- ★ Make them intellectually curious with a sense of confidence
- ★ Increase their participation in HE, FE and apprenticeships
- ★ Ensure they have employability skills and attitudes
- ★ Create rounded individuals through a wide choice of co-curricular activities



We are achieving our aims through:

- ★ Educational rigour
- ★ Organisational effectiveness
- ★ Financial efficiency
- ★ Partnership & recognition of local identity
- ★ Respect for autonomous leadership
- ★ Quality not quantity
- ★ Promoting practical creativity



You can find out more at:
www.creativeeducationtrust.org.uk

ABOUT WEAVERS ACADEMY



We are a mixed secondary school, catering for children between the ages of 11 and 18 years and located in Wellingborough.

Since September 2013 we have been part of the Creative Education Trust. This has enabled the school to rigorously pursue rapid improvement for the children we teach.

The school boasts many facilities and we strive to provide an inclusive and expansive education for all of the young people in our care.

Our on-site facilities include:

- Sports fields
- Multi-Use Games Area marked up for netball and football;
- School hall with sound system and projector;
- Dance/Drama studio complete with sound system and mirrored wall;
- IT suites with state-of-the art technology;
- Interactive whiteboards in the majority of classrooms;
- Modern and open-plan library with wide range of reading materials



Summary of Weavers Academy's Progress Scores in 2019:

- Progress 8 score: **-0.67**
- Attainment 8 score: **42.8**
- Pupils entering EBacc: **5%**
- Staying in Education or entering employment: **93%**

To see full details of the school performance data please visit:

<https://www.compare-school-performance.service.gov.uk/school/139068/Weavers-academy>

SUPPORT FOR OUR STAFF

We are committed to providing our staff with the highest quality support and challenge to ensure that they excel and give our students the education they deserve.

We chair the Trust-wide academic communities on 'Ambition Curriculum', 'Teacher Training' and 'Learning and Teaching'. We are proud to be in the family of Creative Education Trust schools and are keen participants in all manner of school-to-school support initiatives.

We have a vibrant leadership development programme. Our SLT 'Associate Leader' programme is routinely over-subscribed and popular with staff. We provide secondment opportunities – at our school and at other Trust schools – for Vice-Principals reaching out for that wider school experience in preparation for Headship.

'Friday BLT' – the Breakfast Learning Team had their inaugural meeting way back in 2015. Since then, it has remained a firm favourite with staff. The meeting is held on a Friday morning from 8am – 8.30am before the start of the school day. Breakfast is provided. The meeting is a chance for teachers and support professionals to review research, to share practice and whilst collaborating, to have a good laugh! (which we think is vitally important for our staff). The chair is rotated termly, and all staff are welcomed and encouraged to join in.

'Accelerated Learning' – a weekly 'drop in' for teaching teachers to discuss the specific strategies that have been identified as the most effective in meeting the needs of students with SEMH. This session is chaired by our Assistant SENDCO. It is a really good forum for support with the teacher planning process.

We have a number of steering groups in the school that enable the voices of all staff to be heard. We believe that creative solutions come from collaboration. Currently, the steering group leading on 'behaviour and attitudes to learning' is revisiting our ethos, reviewing our student praise and awards programme and looking closely at the training and developmental support that our staff require to re-launch our Behaviour for Learning Policy in September.

Most recently during the global pandemic we have further developed the role of our school counsellors. Our 'breathing space' days, open to all staff provide opportunities for colleagues to 'download' in a safe space. A coaching model is used by our experts in residence and staff report that they have found this provision really effective in supporting their resilience. We intend to continue this initiative and to develop it further at the end of the pandemic.

Our bespoke programme of peer-to-peer support is called 'joint-practice development' – or now fondly termed 'JPD' – and it involves everyone in the school. 'Donors' meet up with 'recipients' to set their own agendas to develop practice. Through plan-try-review methods, teachers work together to modify teaching strategies so that we can root the best practice in every classroom. The model is based upon the work of David Hargreaves and also incorporates Rosenshine principles. Currently, JPD is focusing on improving the quality of learning and teaching in order to meet the needs of students supported by the pupil premium and those with SEND.

You can find out more at:

www.creativeeducationtrust.org.uk



Cleaner

JOB DESCRIPTION AND PERSON SPECIFICATION

LOCATION

Weavers Academy, Wellingborough

SALARY

NJC Grade 1 Points 1-3 (£17,842 - £18,562 FTE), pro-rated to £7,151 - £7,440, 17.5 hours per week, 3.15pm to 6.45pm, 38 weeks per year (term time only) + 3 teacher training days

THE ROLE

To be a team member supporting the Facilities Team, undertaking duties as required to meet the needs of the school. Cleaners are responsible for a wide range of cleaning duties and responsibilities which include ensuring that areas of work allocated are cleaned to the required standard and specification and in an efficient manner.

REPORTING LINES

The post will report to the Facilities Manager/Cleaning Supervisor

JOB DUTIES & RESPONSIBILITIES

- Thoroughly cleaning areas to the required specification, as directed, using correct techniques and cleaning equipment.
- Vacuuming, polishing, cleaning toilets, sweeping, mopping, emptying of bins and buffing
- Cleaning Leisure Centre, classrooms, corridors, cloakrooms, school hall, toilets, laboratories and other areas
- Safe removal of litter and waste to allocated disposal points, taking particular care with liquids, broken glass or other substances, which may be unsafe to other staff or pupils
- Locking and unlocking windows and doors as directed.
- Undertaking relevant training as required e.g. use of methods, materials and equipment, as instigated by your supervisor
- Working safely using correct warning signs, protective clothing and safety equipment, being mindful of hazards to other staff and pupils. Compliance with the Health & Safety practices of the site.

You can find out more at:

www.creativeeducationtrust.org.uk

- Replenishing supplies of toiletries, plastic bags etc. as directed
- Ensuring all containers of cleaning agents are correctly labelled before use and are used safely and in compliance with manufacturers written instructions and that all chemicals are securely stored away when not in use.
- Emptying vacuum cleaners and buffer vacuum bags at the end of each session. Cleaning and checking all equipment used after use, checking cables for wear and tear and storing away in a suitable safe area. Notifying supervisor of any faults found.
- Ensure mops, cloths etc. are washed and left to dry as appropriate at the end of each session.
- Reporting immediately to your supervisor any defective electrical sockets, lighting, vandalism etc. in your cleaning area
- Ensuring Supervisor is aware of low stock levels of materials and equipment for which you are responsible
- Assist in keeping chemicals and cleaning materials and equipment storage areas in a clean and tidy condition
- Covering on a rota basis for absent colleagues when required, which may involve some change in hours/times
- Any other related duties, as directed by your Supervisor

This job description is not necessarily a comprehensive definition of the post, and the post holder will be required to undertake other duties appropriate to the grade and character of the work as directed.

The job description will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the post holder.

The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher

SCHOOL ETHOS AND COMMUNITY

- Work with parents and students to ensure that they have an understanding of the aims of the school, its policies and procedures and future direction.
- Foster a culture where students respect others and their physical surroundings through implementing a range of strategies developed with external consultants, monitoring their impact on outcomes.

PERSONAL QUALITIES

- Must be adaptable, flexible and change agile.
 - Excellent inter-personal skills and the ability to remain constructive under pressure.
 - A 'can do' and 'will do' attitude.
 - High level interpersonal and communication skills.
 - Commitment to equality and diversity.
 - Integrity, openness, energy and enthusiasm.
-

SUPPORTING THE WORK OF CREATIVE EDUCATION TRUST

- Develop strong, positive relationships with Creative Education Trust colleagues; participating in trust-wide work and projects as appropriate.
 - Participate with internal and external partners and specialists to share best practice, contribute to the development of Trust strategies and policies and promote the school and Creative Education Trust in a national context.
 - Undertake any other reasonable duties deemed appropriate to the role.
-

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

You can find out more at:
www.creativeeducationtrust.org.uk

CLEANER SELECTION CRITERIA

	ESSENTIAL	DESIRABLE
QUALIFICATIONS & TRAINING	<ul style="list-style-type: none"> Willing to undergo appropriate training 	<ul style="list-style-type: none"> Use of buffing and vacuuming equipment
EXPERIENCE		<ul style="list-style-type: none"> Experience of cleaning in a commercial environment
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> Ability to understand and comply with work instructions (written and verbal) Methodical approach to cleaning Ability to follow manufacturers' instructions with regard to cleaning chemical usage Ability to work flexibly Capable of moderate physical activity ie use of buffing and vacuuming equipment Able to apply Health and Safety procedures Capable and willing to work on own initiative Punctual and reliable, able to manage time effectively Ability to work alone and within a team 	
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> A demonstrable commitment to supporting and promoting safeguarding, equality and diversity 	
Other Requirements	<ul style="list-style-type: none"> A commitment to working to improve the life chances of all the young people in our academy. 	

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

You can find out more at:
www.creativeeducationtrust.org.uk