



# THE AVON VALLEY SCHOOL & PERFORMING ARTS COLLEGE





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## Information for Job Applicants

Thank you for your interest in our vacancy.

The Avon Valley School is a popular and over-subscribed foundation school providing an exciting and ambitious curriculum for 11 to 16 year-olds. We are committed to building supportive, professional relationships between students, staff, parents and carers and the community that we serve.

At The Avon Valley School we have established a strong community where staff and students work together in an atmosphere of mutual respect. Our students are valued as individuals and encouraged to develop their abilities to the full. We are proud of their progress and of their achievements, both academically and in a wide range of extra-curricular areas.

The Avon Valley School is a forward looking school with proud traditions. We want all of our students to make the most of the opportunities that the school has to offer and to develop into thoughtful, articulate, confident and responsible members of society. We have high expectations and provide the support that each student needs to ensure success; as a result, standards are constantly improving.

Avon Valley staff are welcoming, committed and maintain the highest expectations of both themselves and our students. We have a firm commitment to professional growth for all our staff, reflected in our continual professional development and learning opportunities.

Across the school, teaching is creative, ambitious and evidence-informed which promotes a place of learning that challenges and supports all students to aspire, engage and achieve.

Following our Ofsted Inspection in March 2023, we were graded a "Good" School. We have a hardworking and committed team of specialist teachers and a commitment to ensuring the best possible outcomes for our students. We are looking to attract highly motivated individuals, to become valued members of our staff.

Of all our achievements, we are most proud of our students: their enthusiasm, eagerness to learn and willingness to contribute to the various opportunities that life at The Avon Valley School offers and we are united in our commitment to ensuring that all our students receive an excellent education that develops and nurtures their abilities and talents.

We welcome applicants to arrange a visit to our school to see first-hand our learning environment and we hope this information pack provides useful insight into life, work and learning at The Avon Valley School.

Finally, I would like to take this opportunity to wish you every success in your application to join our exceptional team.

Blake Francis,  
Headteacher

Newbold Road, Rugby, Warwickshire CV21 1EH  
Headteacher: Blake Francis Bsc Hons, PGCE, NPQH

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## Cleaner

**Job Start: ASAP**

**Contract Type – Part-Time Permanent**

**Salary: Band B SCP2**

The Avon Valley School is a successful and oversubscribed 11-16 Performing Arts College. We are seeking to appoint part time cleaners to join the cleaning team. The ideal candidates will carry out cleaning tasks as directed by the appropriate supervisor.

No formal qualifications are required, however, a good standard in literacy and numeracy is required to be able to read instructions and work out simple measurements. The candidates will have the ability to work constructively as part of a team

The successful candidates will be required to work 15 - 17.5 hours per week 3.30pm-6.30pm/ 7.00pm, term time, plus teacher training days, plus 4 weeks during the holidays for deep cleaning during October half term, February half term, and the last two weeks in August.

Closing date: 16<sup>th</sup> October 2023

*(although we reserve the right to close this vacancy early if we receive sufficient applications for the role).*

Interviews to be held: As soon after the closing date

For further information, the application form and job description, please visit our website, email: [recruitment@avonvalleyschool.uk](mailto:recruitment@avonvalleyschool.uk) or telephone: 01788 542355. Please note we do not accept CVs without an application form. Please note we do not provide working visas. Please send completed application forms to: [recruitment@avonvalleyschool.uk](mailto:recruitment@avonvalleyschool.uk)

The Avon Valley School is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to share this commitment. The above post is subject to a satisfactory DBS Enhanced Disclosure Certificate with Barred List check (child) via the Disclosure and Barring Service.

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## Job Description Job Title: Cleaner

<b>Accountable to:</b>	Site staff/cleaning supervisor	<b>Line Managing:</b>	N/A
<b>Post type:</b>	Permanent	<b>Salary/Grade:</b>	Band B SCP 2-3
<b>Liaising with:</b>	Staff & students		
<b>Every member of staff is required to:</b>			
<ul style="list-style-type: none"><li>▪ Work towards and promote the vision, beliefs, aims and expectations of the school</li><li>▪ Support and contribute to the achievement of every child's outcomes</li><li>▪ Support and contribute to the safeguarding of all students</li><li>▪ Undertake professional development activities to enhance personal development and performance</li><li>▪ Maintain high personal professional standards of attendance, punctuality, appearance, conduct and positive relations with students, parents and staff.</li></ul>			
<b>Main purpose of role:</b>			
<ul style="list-style-type: none"><li>• To work under the direction and instruction of Senior staff to undertake individually, or as part of a team, the cleaning of designated areas and associated accommodation to ensure they are kept in a clean and hygienic condition.</li></ul>			
<b>Main Activities</b>			
<b>Maintenance and Cleaning:</b>			
Carry out cleaning tasks as directed by the appropriate supervisor to include:			
<ul style="list-style-type: none"><li>• Clean toilets, bowls, sinks and basins</li><li>• Wipe down desks and chairs</li><li>• Vacuum and tidy classrooms</li><li>• Wash worktops/tables</li><li>• Wash/mop/sweep floors and wash wet areas</li><li>• Clean inside glazing</li><li>• Dust and polish</li><li>• Use buffer</li><li>• Strip and reseal floors (occasionally)</li><li>• Undertake routine maintenance of equipment (e.g. vacuum bags )</li><li>• Empty bins and dispose of rubbish</li><li>• Ensure safe and effective use and storage of all equipment</li><li>• Be aware of Health and Safety at Work regulations and COSHH guidelines</li><li>• Cleaning of toilet facilities and associated tasks required to achieve a high quality of cleanliness.</li><li>• Cleaning of fixtures and fittings.</li><li>• The use of appropriate cleaning equipment and machinery.</li><li>• Ensuring the safe use of chemicals, machinery and equipment when carrying out the cleaning function in line with current legislation, standards and County Council policies and procedures for Health and Safety and in accordance with training provided.</li><li>• Draw to caretaker's attention any problems / issues which may affect the safety or security of the school or its users.</li></ul>			

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## Additional Duties

- Contribute to the life of The Avon Valley School and Performing Arts College, and support its ethos and policies
- Undertake any other duties as reasonably required by the Headteacher

## Qualifications/ training and likely abilities

### No formal qualifications required, however:

- A good standard in literacy and numeracy is required to be able to read instructions and work out simple measurements.
- Ability to work constructively as part of a team.
- Ability to relate well to children and to adults.
- Good organising and prioritising skills.
- Knowledge of health and safety procedures and precautions.
- Awareness of COSHH regulations.
- Awareness of health and hygiene procedures.
- Demonstrate and assist in the safe and effective use of materials and equipment.
- Ability to communicate effectively using various methods.
- Able to demonstrate a commitment to team work.
- Able to work flexibly to meet the needs of the school

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

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### Safer Recruitment Statement:

*We are committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post requires Enhanced Disclosure (DBS).*

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