

Position of
CLEANING STAFF
Yarm School,
North Yorkshire



Co-educational | Day School | Ages 3-18 | HMC





THE ROLE

We are looking to appoint a permanent part-time cleaner to join our team. The role requires a competent experienced cleaner who will contribute as part of a team to a hygienically safe environment for everyone at Yarm School.

This contract is for 15 hours per week, Monday to Friday 4pm - 7pm, term time only (35 Weeks out of 52) including 54 hours of special cleaning which are to be carried out during school holidays. The position is to commence in November 2023.

THE SCHOOL

Yarm School was founded in 1978. Growing quickly since that time, it is now firmly established amongst the country's leading co-educational day schools, with a superb academic reputation as well as a firm commitment to extra-curricular activities and trips. In addition to the Senior School, there is a Preparatory School, and a Pre-Prep which includes a Nursery. In total, there are over 1,100 pupils between the ages of 3 and 18. There is an impressive array of facilities and accommodation at the Senior School, including a large classroom wing on the banks of the Tees which enjoys beautiful views, a dance studio, extensive sport and drama facilities, underground changing rooms and a bar serving the award-winning Princess Alexandra Auditorium. The Pre-Prep and Preparatory Schools have their own self-contained accommodation on a safe and equally delightful site. The Pre-Prep is housed in a modern purpose-built development, whilst the Preparatory School is located on the site of the original Yarm Grammar School founded in 1590.

The School has ample outdoor space, sporting facilities, a boat house and friendly communal areas. A timber yurt provides space for the outdoor education and eco school curriculum.



LOCATION

Yarm is a beautiful market town on the edge of the Teesside conurbation which enjoys easy access to both town and countryside, including the nearby North York Moors, Yorkshire Dales and stunning coastline. Opportunities for outdoor pursuits and exploration of all kinds are many and varied. Similarly, the cities of Newcastle, York and Leeds are within close range and provide much in the way of arts and culture. With superb rail network links in the town itself and nearby, London is also only 2.5 hours away by direct train.

The school is very much a part of the town, with pupils, staff and parents enjoying all that the buzzing High Street has to offer by means of shops and cafes.

BENEFITS OF WORKING AT YARM

- Friendly working environment with a committed community of staff
- Staff receive a generous discount on school fees (pro rata for part time roles)
- Generous private pension scheme
- Life assurance (death in service benefit of twice annual salary) - subject to eligibility
- Dedicated on-site free parking
- Membership of Employee Support Programme including a variety of high street retailer discounts
- Cycle to Work Scheme

KEY REQUIREMENTS

- Provide high standards of cleaning service throughout your assigned areas
- Working as part of a team
- Communicating any issues to your line manager
- Experience working in commercial setting
- Must be professional and enthusiastic, with a willingness to learn and compromise.

CONTRACTUAL MATTERS

- The successful candidate will be expected to take up the role in November 2023.
- £10.90 per hour plus pro rata statutory minimum holiday pay, paid over 12 equal monthly instalments.
- This post is based on working 35 out of 52 weeks a year, plus an additional 54 hours over the school holidays to complete a special clean.
- You may only take time off during the school holiday periods, outside of the special clean times
- Please note that the School operates a no-smoking (including vaping) policy on its entire site.
- Free onsite parking available

CRIMINAL RECORDS CHECK

Yarm School is required to seek a Disclosure from the Disclosure and Barring Service (DBS) in respect of successful applicants for all posts at the School where staff may come into contact with children. A criminal record will not necessarily be a bar to working in the School. Applicants who are invited to interview should provide details of any criminal record under separate, confidential cover to the Headmaster before attending the interview. A copy of the School's policy on Vetting and Suitability Checks and the DBS Code of Practice may be obtained from the School Manager. Before an appointment is made routine checks will be undertaken to confirm identity and qualifications etc.

This post is not pupil-facing as such, but nevertheless involves substantial opportunity for access to children and is therefore exempt from the Rehabilitation of Offenders Act 1974. This means that you will be required to confirm that you are not on the DBS Children's Barred List or disqualified from working with children and further to declare any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020) or other Orders of the Courts made against you, even if they would otherwise be regarded as 'spent' under this Act.

SAFEGUARDING

Yarm School is committed to safeguarding and promoting the welfare of children. The successful candidate will be subject to vetting checks including an enhanced DBS check.

Applicants for all vacancies at Yarm School are encouraged to read these policies on our website before applying:

[Safeguarding and Child Protection Policy](#)
[Vetting and Suitability Policy](#)

EQUAL OPPORTUNITIES

Yarm School is committed to ensuring that all job applicants and members of staff are treated equally, without discrimination because of any protected characteristics as defined in law. We welcome applications from anyone who considers that they meet the requirements of the job advertised.

APPOINTMENT PROCEDURE

Applications will only be accepted on the application form provided by the School. This should be completed electronically. All questions must be answered. The candidate may also submit a Curriculum Vitae if he / she wishes but this is not a requirement. Applications should be submitted with a covering letter (again, by e-mail) explaining why the candidate and post are mutually suited.

APPLY

The application form is available on the [Yarm School website](#).

Deadline: 12 noon on Wednesday 1st November 2023

Interviews for shortlisted candidates will be week commencing Monday 6th November 2023.

All applicants must use the Application Form provided. We cannot accept applications in any other format. You may also submit a covering letter to the HR Department explaining your suitability to the post and a copy of your CV.

All applications must be sent via email to HR@Yarmschool.org or by post to the below address:
HR Department
Yarm School
The Friarage
TS15 9EJ
01642 786023