

Job Title	Grounds Person
Job Family	Facilities & Services
Line Manager	Head of Grounds & Gardens
Key Stakeholders/Internal Customers	Exec, SMT, Directors of Sport, Enterprises
Salary	£26,325
Hours	Monday to Friday 8am – 4pm Full Time - 52 weeks. Flexibility required to support evenings/weekends/out of hours on ad hoc or requirement driven basis.
Holidays	25 days paid holiday (including the Bank Holidays) plus the Christmas close-down. Where Bank Holidays fall in term time they are classed as working days; this usually only happens with the early May Bank Holiday.
Location	Repton Prep, but as necessary across all School sites
Benefits	Employer Pension Scheme Sports Centre Membership Free school meals during term time

Role Overview

The role requires a positive, can do grounds person with good attention to detail and a desire to contribute positively to a team who are looking to improve constantly. You must be a team player able to deliver first class outdoor sports facilities, playing surfaces, grounds and gardens that are exceptionally maintained, prepared and ready in all respects for teachers, pupils and Enterprise to use safely.

Role Outcomes	Key Performance Indicator(s)
Outdoor sports facilities, grounds & gardens management. School outdoor sports facilities, grounds and gardens are exceptionally well managed, fit for purpose and suitably prepared. All areas are safe for use for employees, pupils and Enterprise.	Availability and condition of all sports pitches, playing surfaces and outdoor sports facilities
Compliance. All operations and working practices meet requirements for compliance, inspection, H+S and all other relevant legislation. All relevant policies and protocols are understood and adhered to at all times.	100% Compliance Policy/Practice
High Performing You are highly engaged, high performing and able to make a strong contribution to the G&G Team and School.	Team Feedback Observation and Feedback

Other Duties. Significant proactive, flexible, customer focussed support has been provided.	Examples of behaviour Feedback from line manager and internal and external customers

Role Responsibilities
<u>Outdoor sports facilities, grounds and gardens maintenance</u> • Contributing to the maintenance, care and preparation of all outdoor sports facilities, Grounds and Gardens across both school sites. • Contribute to the maintenance of all synthetic hockey and tennis facilities, including cleaning and conditioning. • Help with the maintenance of all ancillary areas (and paths) including clearing leaves and other debris, moss and weed killing, hedge, shrub and tree planting, pruning, cutting and felling. • Maintain in good condition all goal posts, cricket and football nets and hockey goals. • Proactively respond to any changes in requirement or needs of the School. Promptly and professionally resolve any issues or concerns. <u>Health and Safety/Compliance</u> • Ensure all work is carried out safely and that all H&S concerns are reported and addressed. • Ensure the safe and efficient operation, use and condition of machinery and equipment, to include tractors and associated implements. Ensuring the safe use of appropriate equipment for each task. • Ensure that sports ground users do not have access to Grounds & Gardens equipment and implements. • You are to follow COSHH and HAV guidelines at all times along with all relevant School Risk Assessments and Policies. <u>High Performing</u> • You need to be a high performing individual, willing to learn, improve and contribute to the G&G Team. • You will need to embrace training and development opportunities. <u>Other</u> • Work closely with the Head of Grounds & Gardens and be a productive, positive member of the team. • Maintain good site security and ensure safe storage of implements and equipment along with cleaning down and reporting of faults to the Head of Grounds & Gardens. • You will be expected to undertake all such other duties as the School may reasonably from time to time communicate either orally or in writing to you.

Person Specification

Relevant Prior Experience

- Experience in maintaining and delivering high quality sporting surfaces to broad range of disciplines.
- Knowledge of relevant Health and Safety.
- Desirable but not essential qualifications:
 - NVQ level 2 in sport's turf (or equivalent)
 - PA1 and PA6

Candidate Profile

- High energy, resilient, can-do attitude, proactive with a customer focussed approach.
- Strong work ethic, keen to be involved in a culture of continuous improvement.
- Willing to learn and happy to work across a wide variety of playing surfaces and areas.
- Care and attention, particularly for all aspects of health and safety.

Other Important Information

Safeguarding

Promoting and safeguarding the welfare of children and young persons for whom you are responsible and with whom you come into contact is a critical part of all roles at Repton/Repton Prep.

Under the Sexual Offences Act 2003 it is a criminal offence for a person over 18 (e.g. teacher, matron, sports coach) to have a sexual relationship with a child under 18 where that person is in a position of trust in respect of that child, even if the relationship is consensual. This applies where the child is in full-time education and the person works in the same establishment as the child, even if s/he does not teach the child.

Moreover, whatever the age of the pupil, a sexual relationship between an employee and a pupil will be considered an abuse of a position of trust and gross misconduct, likely to result in dismissal.

Health

The successful applicant will be required to complete a Health Declaration once a formal offer of employment has been made and accepted.

Children Act and Referees

Successful appointment will be dependent upon statutory criminal conviction checks including an enhanced DBS Check in accordance with the Children Act, as well as favourable reports from two referees. It will be assumed that the School may contact your nominated referees without further reference to you, unless you specify any alternative arrangements.

Child Protection Policy

All applicants must be familiar with our Child Protection Policy which can be found at <https://www.repton.org.uk/userfiles/reptonmvc/Documents/06-Key-Information/Employment-Opportunities/170916-Child-Protection-and-Staff-Behaviour-Policy.pdf>

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