

Huxlow Academy

Cleaner

Remuneration: NJC Grade B Point 2 FTE - £22,366 (Actual Salary: £6,332)
Contract: 12.5hrs pw / 3.15pm to 5.45pm Mon to Fri – 38 weeks per year

Huxlow Academy is a fully inclusive school, located in Irthlingborough, East Northamptonshire. Our students are a vibrant and varied mix that bring an energy that is not found in many other schools. The loyalty the students show for the staff and community, whom they recognise care so deeply about them, is what makes Huxlow a very rewarding and fun place to work. If you want to work with a team committed to making a difference to the lives of the young people in our community, we want to hear from you!

We are seeking a conscientious and enthusiastic cleaner to provide a cleaning service under the instruction of the Site Supervisors. The cleaner will follow the processes and procedures set out by the school to ensure high standards are maintained and health and safety guidelines are adhered to.

The successful candidate will:

- Be able to work well as part of a team but also demonstrate the initiative and ability to work alone;
- Have good attention to detail;
- Be able to demonstrate that they meet the requirements set out in the person specification;
- Be required to undergo an enhanced DBS disclosure check;
- Be eligible to live and work in the UK.

If you believe that you have these qualities and are interested in working as part of our school team, then we look forward to hearing from you.

Training and development opportunities will be offered. All staff are encouraged to study further and the trust will actively support staff to obtain relevant further qualifications where possible.

Tove Learning Trust is a fast moving and exciting place to work. The trust schools have a shared vision and purpose: to deliver outstanding educational experiences that lead to inspiring outcomes. Each academy has a strong individual identity and tailors their educational provision to serve their local community. Academies within the trust collaborate to share expertise and maximise opportunities and experiences for our students.

The Trustees of Tove Learning Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

How to apply

All documents including the full job description, person specification and application form are available on our website <https://www.huxlow.northants.sch.uk/> Please ensure your application form and covering letter includes examples of your experience and how you meet the criteria outlined in the job description and person specification. Further information requests or completed applications should be sent to Sonya Earby-Martin E: hr@huxlow.northants.sch.uk T:01933 650496

Closing date: We will close this vacancy when the vacancy has been filled. If you are interested, please apply as early as possible to avoid disappointment.

Interview date: TBC

Cleaner

Job Description

Role:	Cleaner
Reports to:	Site Manager
Location:	Huxlow Academy
Contract:	12.5hrs pw / 3.15pm to 5.45pm Mon to Fri / 38 weeks per year
Grade/Paypoint:	NJC Grade B Point 2 FTE - £22,366 Actual £6,332

Key Responsibilities

- Effective and efficient cleaning of areas to the required standard, as directed, using the correct techniques and equipment.
- Cleaning, mopping, sweeping, vacuuming, polishing and dusting, cleaning toilets and emptying litter bins.
- Cleaning classrooms, school hall, toilets, laboratories, cloakrooms and other areas as instructed.
- Moving furniture/small equipment, with assistance if necessary, to enable cleaning of all areas, including work surfaces and desk tops.
- Locking and unlocking doors and windows as directed.
- Replenishing supplies of toiletries, bin bags etc. as directed.
- Safely removing and disposing of litter and waste to the designated disposal areas.
- Operating powered equipment e.g. buff polishers, vacuum units, wet scrubbers
- Emptying vacuum cleaners and buffer vacuum bags at the end of each session, cleaning and checking all equipment after use and storing away in the designated area.
- Periodically washing walls, cleaning internal glass, maintaining floor surfaces and deep cleaning.
- Reporting actual and potential problems, risks or faults with equipment to the Site Supervisors.
- Following college policies & procedures when undertaking all tasks, in particular those relating to health and safety.
- Undertaking relevant training as required as directed by the Site Supervisor.

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties, and responsibilities.

Tove Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff & visitors to share this commitment.

It is the post holder's responsibility for promoting and safeguarding the welfare of children and young people for whom s/he comes into contact with and adhering to and ensuring compliance with the School's Safeguarding and Child Protection Policy at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the s/he must record the details and take appropriate action, according to the nature of the concern, to safeguard the young person and inform the relevant staff within school, including the Designated Safeguarding Lead.

Identity, Prohibition, Qualification, Barred List, Enhanced DBS, Section 128, Overseas, Right to work, Reference, Criminal Record and Medical Checks are essential for all applicable posts at the School.

Cleaner

Person Specification

	ESSENTIAL	DESIRABLE
PRE-EMPLOYMENT CHECKS		
Criminal Records	*	
Enhanced Disclosure and Barring	*	
Proof of identity	*	
Medical Questionnaire	*	
Satisfactory References	*	
QUALIFICATIONS/TRAINING		
First Aid Qualification		*
Willing to undertake all relevant training as requested	*	
EXPERIENCE		
Previous experience in a cleaning role within a commercial environment	*	
Previous experience of Stripping, Buffing and Polishing Floors		*
Previous experience of working in a school		*
Experience of using colour coding for cleaning		*
Awareness of Health & Safety issues with cleaning in the workplace		*
COMPETENCIES		
Punctual and reliable	*	
Able to demonstrate the practical ability required	*	
Able to work independently and as part of a team when necessary	*	
Ability to comply with written and verbal instructions	*	
Ability to follow manufacturer's instructions when dealing with cleaning chemicals and equipment	*	
Ability to work quickly in a busy environment	*	
Ability to comply with all Health and Safety Procedures	*	
Is committed to and meets all the requirements for safeguarding children.	*	
PERSONAL ATTRIBUTES		
Work in accordance with the Trust's values and behaviours	*	
Eligible to live and work in the UK	*	
Willing to work flexibly in accordance with policies and procedure to meet the operational needs of the Trust	*	
A commitment to continuing personal development and training	*	
A commitment to safeguarding and promoting welfare of children and young people	*	

Why Join Huxlow Academy?

Letter from the Headteacher

Dear Candidate

Huxlow Academy, located in Irthlingborough, East Northamptonshire, is a medium-sized 11-18 Secondary Academy known for its inclusive ethos and commitment to providing the very best opportunities for our diverse student body. The strong bonds between students, staff, and the wider community make Huxlow Academy a truly rewarding and fulfilling workplace. If you are passionate about making a positive impact on young lives and thrive in a supportive team environment, I encourage you to apply.

We are currently embarking on an exciting phase of rapid improvement, driven by our unwavering commitment to excellence. Our core values of Respect, Ambition, and Pride guide us in our pursuit of continuous improvement and inspire us to set high standards. We are committed to creating a learning environment that promotes excellence, encourages innovation, and supports risk-taking. Our teaching staff engage in ongoing professional development to ensure they are equipped with the latest research and teaching methodologies to enhance student learning experiences. Professional Learning and Development are integral to our ethos, with opportunities for growth and innovation available for all. We are striving to provide lessons that are engaging and tailored to meet the needs of our students through collaborative working. Through partnerships with schools within the Tove Learning Trust and beyond, our staff have access to the very best educational practices.

Despite being an incredibly rewarding place to work, Huxlow is an academy on an improvement journey, and this role would be crucial for accelerating the pace of change. I invite you to explore our website, engage with our social media channels, and, most importantly, visit us to gain a deeper insight into life at Huxlow Academy. We are confident that you will be impressed by our school improvement journey, and we eagerly await your application to join our team. Please do not hesitate to contact me if you have any questions or require further information about the role or our school.

Kim Isaksen

Headteacher

Huxlow Academy Information

The Curriculum

Our ambitious curriculum is designed to deliver our vision of “Thriving Through Excellence”. This means we offer a perfect balance of academic learning, personal development, and enrichment.

All teaching and learning is designed to meet our high expectations and aspirations with a clear focus on sharing knowledge and developing lifelong skills. Every child is pushed to do the very best they can do, whilst taking account of every individual’s needs.



Our Key Stage 4 programme is extended over 3 years to develop deeper understanding and mastery of subjects at GCSE, in order to achieve the highest outcomes and to aspire for every student to reach their potential.

- All students study English, Mathematics, Science, Religious Studies, Physical Education and French
- At Key Stage 3 (Years 7 & 8) students also study Technology, Geography, History, Music, and Drama
- At Key Stage 4 (Years 9, 10 & 11) alongside our core subjects students make a number of option choices from the range of other subjects including Psychology, iMedia, Sociology, Photography, Dance and Business Studies.

All of this is supplemented by a rich programme of enrichment, curriculum themes and extra-curricular activities.

Our excellent Key Stage 5 provision is delivered alongside our fellow Tove Learning Trust partner, Rushden Academy, as part of The East Northamptonshire School (TENC). Our joint provision has one of the most comprehensive choice of subjects in the county, consisting of over 20 A Level courses and additional BTEC Level 3 courses. Please visit www.tenconline.co.uk for more details.

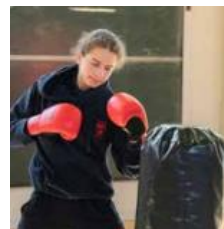


Huxlow Academy Information

Extra-Curricular and Enrichment

At Huxlow Academy there is a strong commitment from staff to offer our students an inclusive and enriching educational experience, both within the curriculum and through a wide range of extracurricular opportunities.

An exciting array of clubs, activities and trips provide a springboard for developing key life skills. There really is something for everyone! Inspiration is achieved through our many day and residential trips.



Throughout the academic year, all year groups are offered a range of enrichment activities which link to curriculum areas, future career opportunities and our school values and the Huxlow Way. These opportunities begin in Year 7 with a Jungle Parc personal development adventure for all students to participate on to build mutual respect, pride and ambition amongst themselves as a form and individually. There are also many other opportunities as they journey through the school through the disciplines of sport, theatre, engineering, university experiences and museums, to name a few.

Our overseas program includes the following -

Residential and overseas opportunities for Huxlow Academy students

- Year 9 Biannual trip to France. Next trip planned spring 2025
- Years 9 and 10 Biannual overseas trip to Iceland: next trip planned October 2024
- Year 10 - Biannual trip to Cornwall next trip planned October 2025
- Year 11, 12 and 13 Annual Tour of Remembrance to Krakow, Poland. December
- Year 11 Biannual overseas trip to Paris.



Huxlow Academy Information

Vision, Mission, and Values

Our Vision and Mission:

At Huxlow Academy we create the opportunities to enable everyone that walks through our doors to ultimately achieve our vision of “Thriving Through Excellence”.

Our mission is to achieve this by building an exceptional learning community of aspirational and responsible citizens.



Huxlow is an inclusive school where every student matters. Students come to Huxlow Academy from a variety of backgrounds and quickly become a part of the Huxlow family. Alongside high-quality teaching, we provide a wide variety of effective support. Our success is achieved by knowing every student as an individual and caring for them personally and academically. Students are prepared to successfully navigate the many opportunities and challenges that are presented by the modern world.



To fulfil our mission we work, study, and collaborate by placing a focus on three core values.

- **AMBITION** - We strive hard to achieve the very best in all that we do, and we celebrate achievement and excellence. We enable our students to fulfil their academic and personal purpose.
- **RESPECT** - We pride ourselves on being a school that fosters relationships in an atmosphere built upon empathy, mutual respect, dignity, equity, diversity, and fairness.
- **PRIDE** - Pride in all we do, both from within school and across the wider community, is at the core of our actions. Our students go on to become successful adults and we enable our students to develop the pride and character we need them to have in the future.

