



**CRANHAM**  
**Primary School**  
Inspiring children for a lifetime of learning

# Application Pack

## Cleaning Operative

An extraordinary education for every pupil



# Welcome

Thank you for your interest in joining our team here at Cranham Primary School. I am delighted that you are considering applying for a position here and I hope this application pack gives you a clear sense of who we are, what we stand for, and what we can offer you in return.

If you are passionate about education, share our values, and are excited by the opportunity to contribute to our school community, we would be delighted to receive your application.

## Overview

Cranham Primary School is a two-form entry primary school located in Worcester.

We have around 380 pupils at present ranging from 3 to 11 years old and around 80 staff members. Established in 1968, Cranham joined The Rivers CofE Academy Trust in 2016.

### **Ethos**

Our dedicated staff work hard to inspire every child to reach their full potential in a safe, nurturing, and inclusive environment.

Pupil behaviour is excellent, and our children are happy, confident, and enthusiastic about learning. Nurture is an area which is embedded in our ethos.

We are proud of our strong community links, supportive families, and governance that values the voices of both parents and pupils.


Our emblem, the Crane, reflects our aspiration for every child to “walk tall and fly high.” At Cranham, we are committed to providing an extraordinary education for every pupil

### **Performance**

At this school 60% of pupils meet expected standard and 19% of pupils are achieving at a higher standard at Key Stage 2.

Our latest Ofsted judgment is Good.

Inspectors said ‘The school is united in its ambition to do the best for every pupil both academically and personally.’



# About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create **'an extraordinary education for every pupil'**.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

## Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

## Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

## Our STARS Values



**Sharing**



**Trust**



**Achievement**



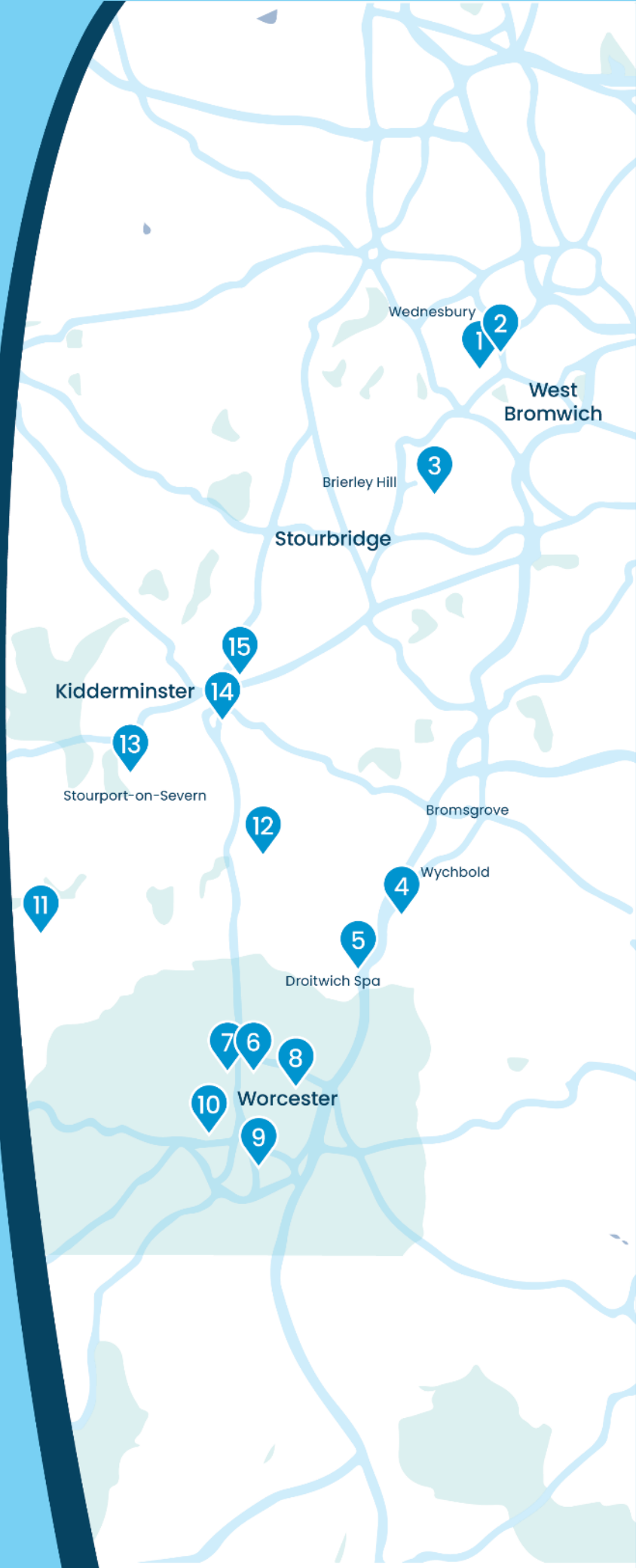
**Respect**



**Safety**

# Our Schools

- 1 Summerhill Primary Academy Summerhill's Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary School
- 4 Wychbold First and Nursery School
- 5 St Peter's Droitwich CofE Academy
- 6 North Worcester Primary Academy
- 7 Northwick Manor Primary School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary School
- 10 St Clement's CofE Primary School and Pre-School
- 11 Great Witley CE Primary School
- 12 Cutnall Green CofE Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary School
- 15 Unity Academy



# Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

## Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

[www.educationmutual.co.uk/service/healthcare-and-wellbeing/](http://www.educationmutual.co.uk/service/healthcare-and-wellbeing/)

## Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

[www.lgpsmember.org/](http://www.lgpsmember.org/)

## Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk



# About the Role

- Job Title:** Cleaning Operative
- Salary:** SCP 3 FTE of £25,614. Hourly rate of £13.27
- Contract Type:** Permanent. Term-Time, plus two weeks. Monday-Friday. Hours negotiable between 7.5-15 per week, before and/or after school.
- Reporting To:** Headteacher
- Location:** Cranham Primary School
- About:** The closing date for applications is 9.00am on Tuesday 5<sup>th</sup> May. Shortlisted applicants will be notified on this date.
- Interviews will take place during week commencing 11<sup>th</sup> May.
- If you have any further queries, or would like to visit our school, please call the main office on 01905 452437. We look forward to hearing from you.

# Job Description

## Our People Values:

- **Love, Learn, Live** - Our aim is that our staff will **love learning for life**. Our family of schools **love, learn and live** together.
- **Our STARS values** - Empowering staff to make a difference to children's outcomes: Sharing; Trust; Achievement; Respect and Safety
- We expect our staff to: deliver high-quality performance for our children; have a positive and proactive approach; be passionate about learning and CPD; listen to and work collaboratively with others; and engage in school and Trust life.

## Key Purpose:

To provide a clean and pleasant environment in order to facilitate the effective use of the school by those staff and pupils who occupy it. To help maintain the fabric of the school buildings. To maintain cleanliness in order to prevent any health risks from occurring.

## Main Activities:

- Ensure cleaning of specified areas of the school to the required standard
- Complete the allocated tasks within the allocated time frame. If the task is completed before the end of the allocated time, to report to the Head Teacher for further instructions.
- Adhere to Health & Safety and COSHH guidelines
- Washing floors, surfaces, fixtures and fittings and walls up to a specified height
- Cleaning toilets and shower areas
- Cleaning inside windows up to a specified height
- Sweeping and vacuuming floors
- Polishing and dusting surfaces and furniture
- Empty bins and remove rubbish from the premises
- To use powered cleaning equipment as directed
- Report any damage to school property or other relevant matters to the Head Teacher
- Undertake relevant seasonal work
- Other tasks as directed by the Head Teacher
- Ten days' notice is to be given for any planned absence – to be authorised by the Head Teacher
- Medical appointments are to be arranged outside working hours if possible
- Perform any reasonable duties as requested by the Head Teacher

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

# Person Specifications

Criteria	Essential	Desirable
<b>Qualifications and experience</b>	<ul style="list-style-type: none"><li>• Interest, ability and relevant experience in cleaning</li><li>• Evidence of reliability and the ability to work on one's own initiative as well as working within a team environment</li></ul>	<ul style="list-style-type: none"><li>• Experience of working in a school</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• Excellent communication and interpersonal skills</li><li>• Ability to be attentive to detail, work to high levels of competence and adhere to strict deadlines</li><li>• Ability to understand and carry out verbal and written instructions</li><li>• Ability to work flexibly as the need arises</li></ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"><li>• Commitment to achieving high standards</li><li>• Enthusiasm and a positive outlook</li><li>• Excellent attendance and punctuality</li><li>• Responsible, honest and reliable</li><li>• Good personal organisation</li><li>• Tidy and Clean appearance</li><li>• Calm under pressure</li></ul>	

# How to Apply

Application forms are available to download [here](#).

Please email completed application forms to Alison Davies [adavies@riverscofe.co.uk](mailto:adavies@riverscofe.co.uk) or deliver them to our school office.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.



**The Rivers**  
C.of E. Academy Trust

# Get in Touch

## **Cranham Primary School**

Tetbury Drive, Worcester, WR4 9LS

T: 01905 452437

E: [office@cranham](mailto:office@cranham)

## **The Rivers C of E Academy Trust**

School Lane, Cutnall Green, Droitwich, WR9 0PH

T: 01299 851178

E: [info@riverscofe.co.uk](mailto:info@riverscofe.co.uk)

W: [www.riverscofe.co.uk/](http://www.riverscofe.co.uk/)