



King's Hall School
TAUNTON



King's College
TAUNTON

Appointment of
HOUSE CLEANER (PART TIME)

Part of King's Schools Taunton Limited

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AN INTRODUCTION TO KING'S

King's College is a thriving boarding and day school of approximately 470 pupils. It combines strong academic achievement, traditional values and excellent pastoral care with a progressive, modern outlook, providing girls and boys aged 13–18 with the opportunities, confidence and ability to reach their full potential within a happy and caring environment.

King's Hall Prep School (located some three miles away) combines with King's College to provide a continuous education from 2-18. The two schools are run by one governing body, with many functions (marketing, strategy and finance for example) undertaken jointly.

Governed and run by King's Schools Taunton Limited, King's College and King's Hall have a number of staff who are based across both school sites, and are hence employed under King's Schools.

Both schools have a rich and welcoming family and community ethos. For relatively small schools, we have an enviable record of success in all areas. King's College has regularly topped GCSE and A level league tables for Somerset.

Offering a broad range of co-curricular activities, both schools are renowned for their success in sport, music, performing arts, fine art, design technology and outdoor pursuits. In many of these activities our pupils have achieved success at national and even international levels.

Good discipline is encouraged in a firm and positive way within a supportive pastoral framework. King's is strong on manners and social skills and pupils go on to thrive at good universities and in their professional careers.

In short, we are purposeful, outward-looking, down-to-earth, friendly schools.

ABOUT TAUNTON

Taunton is the county town of Somerset, in the South West of England. It is a busy market town with excellent road and rail links, located between junction 25 and 26 on the M5, 25 minutes north of Exeter and 35 minutes south of Bristol.

A growing commercial and residential centre, Taunton has a splendid small theatre, the County Cricket Ground, a successful rugby club, a delightful museum, the usual shopping outlets and restaurants, and a regular farmers' market.

The fast West Country train service reaches Paddington in under two hours.

In their everyday life around the school, our pupils show the confidence to succeed, and the determination to give of their very best.



Appointment of
HOUSE CLEANER (PART TIME)

THE ROLE

This role is on a fixed term contract of 6 Months to cover maternity leave. The role is to provide a complete and quality professional cleaning service that provides the high standard of cleanliness expected at a public school.

Duties and Responsibilities

- Sweep, wipe, dust and polish (by hand or machine) any area designated by the school
- Cleaning of dormitories, studies, common rooms, corridors, stairs, toilet areas, bathrooms, changing rooms, offices, dining areas, or any other area which the school requires to be cleaned
- Emptying of bins
- Occasional deep cleansing of areas after term ends
- To work in any of the boarding houses where required
- Required to work two weeks of the Summer Cricket Festival
- Undertake any reasonable task as requested by the House Matron, Domestic Services Manager or a senior member of the school staff

Hours

Term time (including half terms), plus one week either side of King's College school holidays and two weeks during Summer Cricket Festival.

Mondays to Fridays 8.00am to 12.00pm plus 1 in 4 Saturday mornings 8.00am to 10.30am.

NB: Some Boarding Houses are Mondays to Fridays 8.00am to 12.00pm plus 1 in 3 Saturday mornings 8.00am to 10.00am.

Health and Safety Responsibilities

- Maintain a high standard of personal hygiene and appearance; uniform where provided is to be worn in full
- Carry out all duties to hygiene recognized standards
- Actively check equipment and report all hazards and faults or that which has the potential to cause hazard or become faulty
- Follow all the school policies and procedures as determined by the board of governors and senior management team and current staff handbook
- Undertake any relevant training required by the school
- Take reasonable care for the Health and safety of yourself and colleagues and to co-operate with the school in ensuring that Health and Safety responsibilities are carried out
- Comply with the requirements of the Health and Safety at Work Act Regulations 1974

Training Responsibilities

- Attend training courses and coaching in or out of house as appropriate for your position and your personal development
- Attend staff meetings as is required to facilitate effective communication

Appraisal

- The post holder will receive an appraisal and performance review at least annually, involving the post holder and the Domestic Services Manager.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Willingness to participate in training and development opportunities 	<ul style="list-style-type: none"> COSHH Training Health and Safety Training NVQ Level 1 Cleaning
Knowledge and experience	<ul style="list-style-type: none"> Experience in working as part of a team Cleaning experience 	<ul style="list-style-type: none"> Cleaning experience within a similar environment
Skills	<ul style="list-style-type: none"> Ability to work as part of a team Ability to work to deadlines Basic cleaning skills 	
Personal qualities and abilities	<ul style="list-style-type: none"> Polite, punctual and reliable Commitment to achieving high standards of cleanliness and hygiene A commitment to working as part of a whole team and supporting the vision and aims of the School 	

The qualities and experience outlined in the person specification will be assessed by the following methods:

- King's College application form
- Interview
- References from current employer and other, chosen, professionals

HOW TO APPLY

Candidates are expected to have read the enclosed appointment policy and agreed to the terms within.

King's College has its own pay scale and there are discounts at both King's Hall and King's College for staffchildren.

Please apply by completing the appropriate King's College application form (we are unable to accept CVs without our application form).

Please complete the application form enclosed and send by email or letter to:

Craig Sweet, HR and Payroll Officer, King's College, Taunton, Somerset, TA1 3LA

Tel: 01823 328105

Email: CSweet@kings-taunton.co.uk

Website: www.kings-taunton.co.uk

The closing date for applications is Monday 23 May 2022





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www.kings-taunton.co.uk

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www.kingshalltaunton.co.uk