



Maintenance Operative at More House School

Permanent, non-residential, full time position ideally commencing May 2022

To work as part of the School's Maintenance Department in ensuring a high standard of maintenance to both the premises and equipment and be able to work on your own initiative or part of a team. As part of the Estates team, you will be expected to be adaptable and undertake any reasonable tasks to help in the daily smooth running of the school.

www.morehouseschool.co.uk

The School

A nationally celebrated charity, More House School provides an exceptional, mainstream education for boys with Specific Learning Difficulties and Developmental Language Disorders. Providing a transformative education repeatedly recognised as 'Outstanding' by Ofsted over more than a decade, we offer a specialised learning environment for 490 day and boarding boys from Year 4 to Year 13. Our pupils are taught to recognise their strengths and develop their self-belief so that they achieve independence and extraordinary results at GCSE, BTEC and A Level, above the national averages. A majority of our Sixth Form leavers progress to their university of choice.

Delivering a mainstream independent-school experience, both academically and socially, the very broad curriculum affords all pupils the opportunity to discover their strengths, challenging them to fulfil their academic and extra-curricular potential. All boys who attend More House are individually timetabled, with many receiving support through the on-site Learning Development Centre and its qualified therapeutic staff. Judged 'Outstanding' by Ofsted in its last five school inspections, our most recent inspection (March 2019) graded More House School 'Outstanding' overall, and 'Outstanding' in each of the sub-sections of the report. More House is CRESTED approved, listed in their Specialist Schools category, and is a member of the Independent Schools Association and the Boarding Schools' Association.

Approximately 60% of pupils have their places at the School funded by a local authority, and are the subject of an Education, Health and Care plan. Currently, more than thirty different local authorities have pupils placed in the School. The remainder of pupils' places are funded privately by parents and extended families.

The School is set on a wooded hillside in nearly thirty acres of the Surrey Hills Area of Outstanding Natural Beauty on the Hampshire/Surrey border, and attractive modern facilities lie above the playing fields. London Waterloo is one hour away by train from close-by Farnham railway station, and there is easy access to the M25, M3 and A3 major routes. Guildford is twenty minutes' drive away.

In recent years, the School has refurbished and extended its boarding facilities, refurbished its eight Science laboratories, built its School of Engineering and CAD facilities, and opened a new Humanities block and School Chapel. Autumn 2017 witnessed the completion of our brand-new library and Media Studies centre, and growth in learning support facilities. 2018 saw

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the expansion of the campus and the conversion of a large domestic building into our new Sixth Form centre, which was opened in January 2019, improving further the facilities for both teaching, and independent study. In the current academic year, we hope to commence work on a substantial project to improve the School's facilities for sports.

This project forms one element of a much more ambitious strategic development plan realising our organisation-wide commitment to continuous improvement in all aspects of our provision, including the campus, and expanding our outreach work training other professionals. In particular, during the 2022-23 academic year, we expect to extend our School medical surgery facilities, and develop a bespoke therapeutic counselling suite.

The School provides a high level of support and training for all staff, promoting employees' career-development and efficacy in helping pupils to overcome the potential barriers to achievement posed by their difficulties and vulnerabilities. The School also provides training for many other external professionals and other schools, and on behalf of the Independent Schools Association.

About this post

The Maintenance Department comprises of the Maintenance Manager and two operatives. The successful applicant will ideally have a skills background and be able to work on all aspects of building maintenance, be comfortable multi-tasking, have a diligent work ethic, attention to detail and a flexible approach to the tasks required. We are seeking a good proactive team player with initiative to work on their own unsupervised with a happy and flexible disposition and a caring and patient attitude when dealing with colleagues, parents, and external organisations.

The general duties of the Maintenance Department include:

- All tasks related to the maintenance of the school premises.
- All tasks associated with repairs and renewals of equipment.
- Responsible for the collection and distribution of items as and when necessary.
- The maintenance of appropriate records.
- To give advice to the Estate Manager/Bursar/Headmaster on any projects related to the maintenance of the school.
- To carry out all tasks in a health and safety manner and be vigilant to ensure others, such as sub-contractors also work in the best practices of health and safety when undertaking building works on school premises.
- The safe storage of tools and chemicals.
- To undertake such other duties as may be necessary for the smooth and safe running of the school.
- The economic purchase of materials.
- Engagement with all training and Continued Professional Development required by the school.

The list of duties above is not exhaustive, and you may be asked to carry out other reasonable duties which are part of, and incidental to, this type of work.

Relationships

- The post holder will be responsible to the Estates Manager and ultimately the Bursar for the efficient and due diligent day to day maintenance of the school, whilst following best practice of Health and Safety.
- The successful applicant must interact effectively on a professional level with colleagues and seek to establish and maintain productive relationships with all.

Person Specification:

Essential	Desirable
Qualifications, Skills and Experience	
A good knowledge of building maintenance/trade background.	Experience in a similar role within a school would be beneficial.
Ability to work as part of a team or as an individual.	
Adaptable to work within any department in the Estates team should the need arise.	
A clean driving licence is essential.	
Personal Attributes	
Excellent interpersonal and communication skills demonstrating an understanding of, and commitment to, professionalism and teamwork.	
Flexible, co-operative, helpful and supportive.	
Excellent time-management and prioritisation skills, with the ability to work under pressure and to deadlines.	
Demonstrate effective organisational skills.	
Energy, enthusiasm, flexibility, and determination to succeed.	Commitment to ongoing self-development; willingness to attend appropriate training/updating as required

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Personal commitment to the school's ethos and aims in promoting the best possible outcomes for pupils.	
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Hours

8am – 5pm Monday to Friday, a shorter day of 8am to 4:30pm is worked by Maintenance staff outside of School term-time and Inset days, with a reduced lunch break.

Remuneration and benefits:

- Salary: Depending on experience and qualifications.
- Automatic enrolment into the Nest pension scheme.
- Provision of hot lunches, tea and coffee.
- Onsite parking.
- Cycle to work scheme.
- Employee Assistance Programme.
- 25 days' holiday, plus bank holidays.

Safeguarding

This role is deemed to be one of working in regulated activity, meaning that the post-holder may expect to come into unsupervised contact with children and young people frequently in the discharge of their duties on-campus. As such, the expectations of conduct, required of all adults working at More House School, apply to this position, as does a full Safer-Recruitment vetting process of any appointee.

To Apply

Please apply, via the website: www.morehouseschool.co.uk/vacancies or submit a completed application form, for the attention of the Bursar, Mr Stephen Johnson, to Mrs Faye Carpenter, the HR Manager, at hr@morehouseschool.co.uk or by post to:

More House School
Moons Hill
Frensham
Farnham
Surrey
GU10 3AP

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Interested candidates are welcome to make an appointment to visit the school for an informal visit.

Closing date for applications: 30th April 2022

Interviews expected to be held on: TBC

Please note that we reserve the right to close the vacancy early in light of a large response.

This post is subject to an Enhanced DBS clearance and the receipt of satisfactory references before a formal job offer is confirmed.

More House School is firmly committed to safeguarding and promoting the welfare of children and young people.