

Grounds Worker

December 2022

Hours: 37 hours per week, 8am to 4pm

Salary: KR6 (£23,143 including FAW allowance)

Contract: Full time, all year round with 26 days annual leave

Primary purpose of the role:

To upkeep and maintain all external areas and facilities of the school including grass, shrubs, trees, path ways, hard standing, play surfaces, equipment, play equipment, fence lines and gates.

Essential for the post:

Previous grounds work experience or understanding of.

- Full UK driver's license.
- Very good level of physical fitness to cope with the requirements of the role.
- An Enhanced DBS certificate to work with Children dated within the last 12 months.
- The successful candidate will be reliable, proactive and responsible for providing a high level of quality workmanship ensuring the grounds, facilities and gardens of the school are maintained to a high standard and are in a good, safe condition for school use.

Desirable requirements include:

- MPTC Pesticides PA1, PA6 Spraying License and/or Level 2 NVQ in Horticulture.
- Grounds related qualification / accreditation.
- Knowledge and experience in relevant areas of health and safety, in particular COSHH would be advantageous.

Reporting to the Facilities Manager your key responsibilities will include (but are not limited to):

- Undertake routine preparation and maintenance work on sports facilities and surfaces.
Undertake all preparatory and cultivation work to maintain safe quality playing surfaces.
- MUGA set up for sports events and play times.
- Set up for sports day and events, ensuring field lines are appropriately marked.
- Operate and maintain vehicles and equipment as required for grounds maintenance.
- Ensure the safe use, storage, calibration and disposal of pesticides and other similar substances.
- Promote the Health and Safety of self and others. Respond to emergencies and ensure work area is kept clean, tidy, safe and secure at all times.
- Carry out daily spot checks of all areas of the grounds, acting on defects and reporting concerns.
- Recording of health and safety checks, to include perimeter fencing, equipment and play equipment.

- Daily clearing of all grounds (to include car park and playground), to include rubbish collection and clearing, debris and animal foul removal, and sweeping. Use of relevant machinery.
- Play areas and canopies kept free from unwanted / lost equipment (including balls and toys), ensuring access remains clear at all times.
- Maintain grass areas and field to include mowing and strimming around curriculum hours.
- Maintenance of hedges, verge areas, entrance, clearing of brambles, and general site tidiness.
- Establish a program for weed control, to include weed clearance and spraying to all areas to eliminate unwanted weeds.
- Empty car park bins and sweep around bins as required. Ensure school bins and signs are washed and sanitised periodically.
- Maintain fences, ensuring painting and staining is up to date.
- Jet wash path ways and hard standing as required, ensuring surfaces are safe and slip free.
- Ensure wooden structures and benches are maintained and weather proof.
- All outside facilities maintained in a tidy and good working order, including play equipment, sand and bark areas.
- Create and review an annual plan to improve the school site – submit to Facilities Manager and SBM for approval.
- Snow clearing and grounds preparation in all extreme weather conditions. Flexibility of hours will be required to ensure the site is safe and clear from snow and ice during extreme weather (early start).
- Ensure the site is looking attractive and welcoming.
- Planting.
- Weeding.
- Maintenance of sensory garden.
- Create and maintain outstanding learning environments for pupils.
- Periodic visits to Sixth form to assist with garden area.
- Assembly of furniture.
- Ensure all trees and bushes are maintained, including pruning, removal of waste and lower tree branches removed as appropriate.
- Appropriate and safe use of all tools, power tools and equipment.
- To be responsible for the maintenance and upkeep of grounds equipment, reporting any faults to the Facilities Manager.
- Procurement and ordering of goods and services ensuring best value is achieved and school procedures are followed.
- Clean school vehicles and minibuses as required.
- Assisting facilities team as required including setting up for meetings and events.
- Any other adhoc task deemed appropriate by Facilities Manager and SLT.

This post is mainly based at Loose but covers all Five Acre Wood School sites – currently Loose, Snodland and Allington.