



  
**THE SUNDAY TIMES**  

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**SCHOOLS GUIDE**  
**2025**  

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**INDEPENDENT SECONDARY**  
**SCHOOL OF THE YEAR**  
**NORTH EAST**



**Cleaner**  
**Candidate Information**



## Welcome to Durham High School

Thank you for considering Durham High School for the next stage of your career in education. Ours is a community where ambition thrives, talents are shine, and lifelong friendships are formed. As a leading independent school in the North East, we consistently achieve the highest GCSE and A Level results in County Durham.

In December, we were proud to be named The Sunday Times Independent Secondary School of the Year 2025 – a reflection of the outstanding education and care we offer.

Up until several years ago, boys attended Durham High School for their Pre-Prep and Prep education before moving onto different schools. As part of our school's journey towards co-education in the new academic year, we are excited to introduce a phased move to co-education throughout: from Nursery to Year 6 by September 2025, and from Year 7 to Sixth Form by September 2026.

While the structure of our school evolves, our foundation remains the same. Academic excellence, personal development, and our Christian ethos continue to guide all that we do. Our aim is to nurture each pupil's potential and to foster a lifelong love of learning.

In a beautiful woodland setting with excellent facilities and a dedicated team of teachers and support staff, Durham High School is a place where pupils grow in both confidence and character.

Our recent strategic partnership with Galaxy Global Education brings new and exciting opportunities for growth and international collaboration.

If you have the skills, experience, and passion for this role, we warmly invite you to apply. We look forward to hearing from you.



Mrs Michelle Hill  
Headmistress



# About Durham High School

## Our location

Durham High School is ideally located in the heart of Durham City in the North East of England, with excellent transport links.

The school is just a few miles from Durham train station, providing direct rail connections to Newcastle, Edinburgh, and London. It is also easily accessible via the A1(M) motorway, connecting to major road networks across the region.

Newcastle International Airport is about 30 minutes away, offering domestic and international flights.

## Our heritage

The school was founded in 1884 by the Church Schools' Company and in 1910 the school's governing body took over and formed an independent school for girls aged 3-18. From September 2025 we are proud to be a coeducational school.

During the 1960s, Durham High School moved to our current site, its first purpose-built premises on the edge of the city adjacent to the new Durham University colleges.

## Our Aims:

- To create a friendly, caring community based on Christian principles where every individual is valued
- To develop the potential of every pupil in all areas of their life
- To encourage academic excellence and a life-long love of learning

We are keen to widen access as much as possible, with means-tested bursaries, and academic scholarships, to enable as many pupils as possible to attend the school from a wide area.





## The Position

We have an exciting opportunity for a hardworking and dedicated Cleaner to join our support staff team.

The Facilities Manager has responsibility for and line manages the Facilities Management Technician Team and Cleaning Staff.

Cleaning duties include:

A requirement to undertake general cleaning duties in the following areas:

- Classrooms
- Toilets
- Public areas
- Any area as required

Duties include vacuuming, polishing, dusting, emptying bins and other related tasks as required. May involve some heavy lifting.

### The Personal Qualities and Attributes of a Cleaner

Ideally, the successful candidate will have the following:

### Qualifications and skills

- educated to appropriate level
- willingness to participate in ongoing training
- understanding of Health and Safety and COSHH issues
- previous cleaning experience is essential, ideally in a school environment
- Physical capacity to undertake the role

### Personal Qualities

- good timekeeping
- excellent communication skills
- flexible approach
- ability to lift and carry items
- ability to work independently and as part of a team
- politeness and respect for others
- loyalty and commitment

Some existing knowledge about the demands of a school would be an advantage, but this is not essential. All school staff are required to maintain strict confidentiality in all areas of their work.



## How to Apply

Please complete the application form, available on the School's website, and submit as a pdf document, with a covering letter of no more than two sides of A4 (pdf), outlining your reasons for applying and why you will be a good fit for our school community.

Your application should be addressed for the attention of the Headmistress and sent by email to: [headmistress@durhamhighschool.com](mailto:headmistress@durhamhighschool.com)

**Closing date for applications:** Tuesday 30 September, 9.00am

**Interviews will be held shortly after this date.**

### Terms and Conditions

The core cleaning hours of work are Monday to Friday 3.15pm to 6.30pm and Friday 3.15pm to 6.15pm (term time only - 36 weeks plus pro-rata holiday pay).

Additionally, during school holiday periods there is a requirement that cleaning staff work 6 of these weeks, which are determined by the line manager. The hours relating to this may be flexible but must meet the needs of the school and be agreed by the line manager.

### Salary

The basic cleaning hourly rate will be £12.69 for weekday hours. Annualised hours will be paid monthly in arrears i.e. twelve equal payments over the year.

### Safeguarding and Safer recruitment

Durham High School is committed to safeguarding and promoting the welfare of children. The successful applicant will be subject to an enhanced DBS disclosure check.

In addition, as part of the shortlisting process, Durham High School will carry out an online search on the shortlisted candidates as part of its due diligence, as per the governments 'Keeping Children Safe in Education' document (September 2024)

### Equal Opportunities

The School is committed to the principles of equal opportunity, diversity and inclusion. We are committed to attracting and retaining the very best staff and ensuring that our staff body reflects the diversity of our students and local community.



Durham Education Limited is part of The Galaxy Global Education Group and is registered in England, Company No. 15934079

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## Contact Information

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