



Grounds Person

Mowden Hall School



RADLEY
SCHOOLS GROUP



From the Head

May I offer an extremely warm welcome from Mowden Hall School. Every child deserves their schooldays to be magical. We want all our children to feel at home here, with time and space to grow and develop, whilst enjoying their childhood in a nurturing, caring and creative environment.

I believe that as a school, we have a responsibility to provide our pupils with as many opportunities as possible - academic, co-curricular and pastoral. Every stage of education is preparation for the next, but it is not enough to simply prepare children for the challenges that lie ahead. We need to inspire our children, to bring curiosity and excitement to every lesson, to every experience.

We are fortunate to have beautiful grounds, excellent facilities and staff who are both dedicated and talented. This collectively ensures Mowden Hall School is a very special place. We all have the same aim, which is to provide educational excellence for the children in our care. This is an extremely happy school, in which relationships are built on kindness and respect.

Our ambitions for our children are wide-ranging, but we know that the most lasting future successes will be based upon developing their confidence, and an open-minded and creative approach to life and learning.

Best wishes,
Phil Sturt



About Mowden Hall School

Mowden Hall is a leading independent, co-educational boarding and day school for 230 children aged 2 to 13, nestled in the picturesque Northumberland countryside, just fifteen miles west of Newcastle. The Nest Nursery (2 year olds), Treetops Nursery (3-4 year olds) and Pre-Prep (Reception - Year 2) are located on the same site and share excellent facilities with the Prep School (Year 3-8), fostering a seamless learning environment. The Prep School embraces a strong boarding ethos, with a significant number of pupils choosing to board.

Set within 50 acres of stunning grounds, with breathtaking views across the Tyne Valley, Mowden offers a rich and holistic educational experience. We believe education extends beyond the classroom, as we encourage the development of skills and interests. While academic excellence is a cornerstone of our ethos, equal importance is placed on sport and a vibrant extracurricular programme to nurture well-rounded individuals.

Pupils from Mowden Hall transition to a diverse range of prestigious senior schools, including Oundle, Eton, Rugby, Sedbergh, Ampleforth, and top Newcastle day schools. In recent years, students have earned scholarships across

various disciplines, and since September 2007, every pupil has gained entry to their chosen senior school at 13+.

The school maintains high expectations for all its pupils and takes pride in their achievements. Rated "Excellent" across all areas in the most recent ISI Inspection, Mowden Hall continues to thrive, with enrolment increasing by over 20% in the last four years. A dynamic and stimulating curriculum, delivered by dedicated and passionate staff, ensures that pupils leave Mowden Hall exceptionally well-prepared to continue their education at the country's leading secondary schools.

At Mowden, we believe that good character creates a values-driven culture, which can help to improve attendance, behaviour, wellbeing and attitude to learning. Our six Mowden Character Values are **Kindness, Community, Resilience, Communication, Honesty** and **Independent Thinking**.

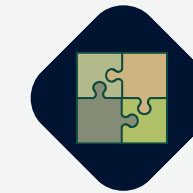
Mowden Hall is a member of Radley Schools Group, which has eight schools across England and provides exciting opportunities for staff development, financial management, and curriculum innovation.



Independent Thinking



Honesty



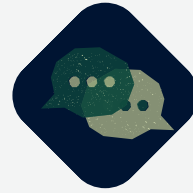
Community



Resilience



Kindness



Communication

The Role

We have a fantastic opportunity for a highly motivated, suitably experienced person to assist with overseeing a 50 acre site in the beautiful Northumbrian Countryside. The post provides considerable scope for someone with imagination and drive to shape the future of the site, and to develop his or her own career.

We are looking for a proactive and reliable individual who enjoys working as part of a team. The role is within the Operations Team, you will be required to maintain the estate and various outdoor sport facilities to a high standard, providing a safe, clean, and welcoming environment for pupils, staff, and visitors. On top of your duties as the grounds person you will also be required to help with some mini bus driving, (training will be provided).

Contract Type: Full Time, Fixed term (Reviewed after 12 months)

Hours: The role will be 36 hours per week, Monday to Saturday, 8.30am - 2.30pm





Roles and Responsibilities

- Work closely with the Head of Grounds and the Games Department to ensure you have a good understanding of Games' requirements
- Preparing and maintaining the sports facilities including grass pitches, artificial surfaces and hard courts to a high standard
- Work closely with the Head of Grounds and Head of Operations to ensure the grounds are suitable for external lets
- Carry out all aspects of grass pitch maintenance and preparation including but not limited to mowing, pitch marking, sand spreading, wicket preparation, rolling
- Maintain and preparation of cricket wickets, cricket nets, rugby pitches and athletics' practice areas, football pitch and training areas
- Creating, marking out and setting up of playing surfaces
- Maintaining hedges, fences, gates, car parks, paths and roads
- Assist with the maintenance of woodland areas
- Maintain the outdoor learning classroom and Forest School area
- Daily maintenance of a range of grounds machinery
- Drive vehicles and equipment as required for grounds maintenance operations including tractors and other associated vehicles with trailers
- Ensure the safe use, storage, calibration and disposal of pesticides and other similar substances in line with COSHH regulations
- Ensure a clean, tidy and litter free appearance throughout the grounds
- Be responsible for all aspects of Health and Safety for your work
- Assisting with contractors on site, including Health and Safety and Safeguarding
- To respond to emergencies and assist other departments

Roles and Responsibilities (Continued)

- Establish and maintain effective working relationships with managers, colleagues and end users
- Make decisions about the need for early morning salting, gritting and snow clearing by close of business on the previous afternoon
- Participate in a salting, gritting and snow clearing, which will require an earlier start than normal. This requires a start time of 6.30am.
- To be aware of Health and Safety requirements noting that all duties must be carried out to comply with current Health & Safety at Work legislation
- To ensure all equipment, machinery and buildings are secure
- To assist with School Events; set up and take down as required
- Drive the school minibus (this may include morning school pick up in local area)
- To be fully aware of and implement the School's policy on Health and Safety and Safeguarding
- To attend departmental staff meetings and other staff meetings as required
- To undertake courses as necessary for professional development
- To undertake such other duties consistent with the nature and responsibility of the post as may reasonably be assigned by the Head of Operations and Head of Grounds





Person Specification

Experience/Knowledge

- Level 2 certificate in a grounds related discipline, or Level 2 certificate in Horticulture with relevant experience.
- PA1 and PA6 trained. Safe use of pesticides using a hand-held applicator.
- Experience of driving tractors, using petrol mowers, hedge trimmers, leaf blowers, strimmers and ride-on mowers.
- Experience of maintaining tools and basic tractor/machinery checks.
- Knowledge and experience of the Health and Safety requirements of the role including COSHH regulations and creating risk assessments
- Arboricultural experience (Desirable)
- Experience of woodland management (Desirable)
- Chainsaw licence or willingness to obtain (Desirable)

Skills and Attributes

- Ability to develop and maintain good working relationships.
- Have the ability to work in a team and alone as tasks require.
- Sympathetic to the educational as well as the practical requirements of the School.

Personal Qualities

- Punctuality, reliability and capacity for hard work.
- An enthusiastic, positive 'can-do' attitude.
- Willingness to learn new skills.

Other

- Physically fit.
- Full UK driver's licence.
- Willingness to undertake training/gain qualifications needed for the role such as Safeguarding and Protecting Children, Manual Handling, Ladder Safety, MIDAS and others relevant to the role.



Salary and Benefits

You will receive:

- A competitive salary, dependent on skills and experience
- 28 days' holiday (inclusive of bank holidays)
- Complimentary lunch and hot drinks during term time
- Company pension scheme with an individual contribution and a School contribution
- CPD benefits
- All appropriate uniform and workwear and PPE provided
- Employee Assistance Programme confidential advice

Medical Fitness

Any offer of employment will be conditional upon the appointee's fitness to carry out the role. New employees will be asked, following an offer of employment, to complete a questionnaire regarding medical fitness.

Safeguarding

Radley Schools Group is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment and be fully aware of, and understand, the duties and responsibilities that apply to their role. All employees must attend appropriate training in accordance with school and local Safeguarding Board stipulations. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

The post is exempt from the Rehabilitation of Offenders Act 1974 and the school is therefore permitted to ask applicants to declare all convictions and cautions on a self-declaration form in advance of attending an interview (including those which are spent unless they are protected under the DBS filtering rules) in order to assess their suitability to work with children. A disclosure, at the enhanced level, will be requested from the successful applicant but a criminal record will not necessarily be a bar to obtaining this position. S/he will also be required to produce original evidence of qualifications as well as evidence of the right to work in the UK.



Application Process

Applications should be submitted via the following link [Application Form](#). We reserve the right to interview candidates as applications are received and therefore encourage early applications.

Closing date for applications is 12 noon, Friday 4 September with interviews scheduled to take place shortly after. For an informal chat about the role please email the Head of Operations, Mr Lee Gray - lgray@mowdenhall.org.uk

Selection Process

If shortlisted, you will be invited for an interview. Your interview will involve a brief session to undertake a number of identity checks.

A list of valid identity documents will be sent to you prior to your interview. In the event of not being successful, please be assured that all copies of identification will be destroyed.

After the interview you will be invited to carry out a practical task relating to the role.
