



THE ORATORY PREP SCHOOL

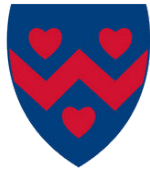
Curiosity | Kindness | Wisdom



Grounds Keeper

Permanent, Full-time position

www.oratoryprep.co.uk



THE ORATORY PREP SCHOOL

Dear Candidate,

Thank you for your interest in the post of Grounds Keeper at The Oratory Prep School. This is such an exciting time for the school, as it is a real opportunity to appoint the right teacher to the teaching team. The Oratory Prep School (The OPS) is an independent day and boarding school providing an enriched education to boys and girls aged 2 to 13. Benefiting from being part of the wider Bellevue Education group, we are committed to delivering exceptional teaching; combining the best of tradition with the latest innovations. Set within 65 acres of Oxfordshire countryside with outstanding facilities, we nurture happy, balanced, confident and inquisitive children.

The Oratory Prep School aims to provide the best possible education for its pupils, both in and outside of the classroom. Staff are expected to maintain a very high standard of teaching and are provided with every support from the Headmaster and the Senior Leadership Team. We are seeking an enthusiastic and motivated Grounds Keeper to join our high performing team.

For those wanting to join us here at The Oratory Prep School, we would welcome a call from candidates to talk through the process. Should you wish to apply for this post, please include a covering letter, addressed to Mr De Silva, and a completed Application form. Please read through the job description, person specification and visit our website to get a flavour of our school. If you feel you would enjoy the challenge and rewards of working at The Oratory Prep School, I would be pleased to receive your application. It is important that the statement in support of your application (found in the application form) does not re-state details included elsewhere in the application but addresses:

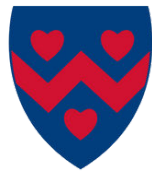
- why you are applying for the post of Grounds Keeper at The Oratory Prep School
- the Job Description and Person Specification

Please note that references will be sought for all candidates.

Please complete the application form and send, together with a covering letter, to Human Resources, The Oratory Prep School at humanresources@oratoryprep.co.uk. We may interview and appoint before the closing date, so early applications are encouraged.

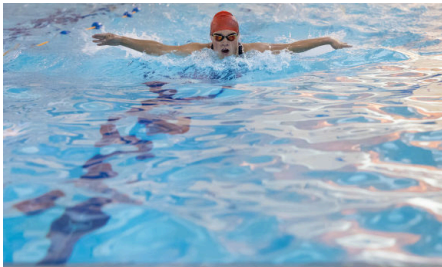
Good luck!

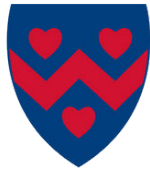
Mr Andrew De Silva
Headmaster



Why The Oratory Prep School?

- We were rated 'Excellent' in our recent ISI Inspection (December 2021).
- Our reputable Scholarship Programme and dynamic Leadership Programme help secure consistently high grades and impressive scholarship awards to some of the country's top senior schools.
- Our excellent pastoral support, with an emphasis on Catholic values, is central to all aspects of school life.
- We focus on outdoor learning, including Forest School for all years.
- We offer outstanding Performing Arts opportunities through LAMDA from Year 1, instrument and vocal tuition and musical and drama productions.
- Boarding is an integral part of school life, providing full, weekly and flexi-boarding for children in Year 3 upwards.
- Our high calibre sports coaching and outstanding facilities include a learner pool, a 25 metre heated indoor swimming pool, a full size 3G pitch, 4 tennis courts and multiple pitches.
- Our action-packed Activity Programmes offer activities ranging from Fencing to Cookery alongside a diverse Saturday Activity Programme offering orienteering to beekeeping.





THE ORATORY
PREP SCHOOL

Vacancy: Grounds Keeper

Our 65 acres of grounds provides our children and families with the most amazing environment to learn and play. While our core purpose is to educate our wonderful children, it is important that our Grounds showcase our high expectations. We are therefore excited to advertise for a Head Gardener to join the team from November 2024 or as soon afterwards. You will be responsible for the production and maintenance of the highest standards of playing surfaces/gardens and facilities - with the vision that our site looks and feels like a country estate. You will need to demonstrate "hands on" leadership with administrative and budgetary management responsibilities. It is expected that this role will be 60% geared to lawns and sporting provision including astroturf and 40% on clearance of site gardening and maintenance of trees and hedges and external maintenance including gutters. You will be line managed by the Head of Grounds, but will report ultimately to the Headmaster.

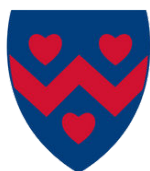
Start Date: November 2024

Closing Date for Applications: 14/10/2024

For further details please contact the Human Resources department:
humanresources@oratoryprep.co.uk or 0118 976 6921

Alternatively, please visit our website for an application form: www.oratoryprep.co.uk/news-events/vacancies

The Oratory Prep School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo checks with past employers and the Disclosure and Barring Service.



Details About The Post

Salary and Benefits	<ul style="list-style-type: none">• £22-24,000• Meals are provided free of charge when on duty and when the school's kitchen is open during school holiday periods;• 5% pension contribution with Scottish Widows;• 25 days holiday + public holidays• 4 x salary Death in Service insurance benefit;• Perkbox - rewards and benefits platform;• Swimming session in the school pool (free)• Generous pro-rata fee remission
Type of post	Permanent Post
Safeguarding of pupils	The Oratory Prep School is committed to safeguarding children and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. We will ensure that all of our recruitment and selection practices reflect this commitment. All successful candidates will be subject to enhanced DBS checks along with other relevant employment checks.
Expected Start Date	20/11/2024
Working Hours	Full Time
Equal Opportunities	<p>Rationale The Oratory Prep School is committed to equal opportunities for all pupils and staff, regardless of race, gender, age, physical disability, political or religious affiliations or marital status, and this is fundamental to the ethos of the school.</p> <p>Purpose</p> <ul style="list-style-type: none">• To provide an environment in which all pupils feel equally valued and have equivalent opportunities as others, regardless of race, gender, age or physical disability, in all areas of the curriculum.• To ensure that there is an equal opportunity for employment development and promotion for all staff and that they are not discriminated against on grounds of race, gender, age, physical disability, marital status, religion or politics. <p>Guidelines</p> <ul style="list-style-type: none">• Recruitment, development and promotion of staff will be based solely on the criteria of merit and ability and suitability for the job.• No job application or employee will receive less favourable treatment on the grounds of gender, race, ethnic or national origin, marital status, domestic circumstances, age, sexuality, disability, political or trade union activity or religious beliefs.• We reserve the right to interview and appoint prior to the closing date.

Main Duties & Job Description

- Maintain the grounds of the school to a high standard in conjunction with the Grounds Team.
- Responsibility for the grounds is deemed to include:
 - General cleanliness
 - Fences and signage
 - Maintaining pathways and other “unbounded” areas and woodland
 - Control of animals (pets and pests) and the general public’s access to the grounds in liaison with the caretaker.
- Develop the most efficient, effective and environmentally friendly methods of grounds waste disposal including composting away from public gaze.
- Attend Health & Safety committee meetings as required.
- Snow/ice clearance of pathways and roads as required during the winter.
- Any other duty as required by the line manager and Headmaster, including working as part of the wider facilities team with close liaison with the Maintenance Manager.

Person Specification: Head of Grounds

	Essential	Desireable
Qualifications and Experience	<ul style="list-style-type: none"> • Extensive experience in grounds management, preferable in an educational setting • NVQ Level 2/3 Amenity Horticulture and Sports Turf Maintenance or relevant equivalent qualification. • Grounds management experience which must include cricket grounds, pitches, rugby/soccer pitches and full range of artificial surfaces. • Sound knowledge and use of horticultural machinery. • Excellent organisational and administrative skills. • A current driving licence. • Strong organisational skills. 	<ul style="list-style-type: none"> • A degree in horticulture, landscape architecture, or a related field • Familiarity with compliance and health & safety regulations related to grounds maintenance. • A PA6A spraying certificate. • Formal training in manual handling and risk assessment.
Communication	<ul style="list-style-type: none"> • Excellent interpersonal skills for liaising with staff, pupils and external contractors. • Ability to articulate and implement the school's vision for its outdoor spaces. 	
Innovation	<ul style="list-style-type: none"> • Demonstrated ability to enhance and develop outdoor facilities, promoting sustainability and environmental awareness. • Support the curriculum needs of the schools, e.g. forest schools, bees and chickens 	
Personal Qualities	<ul style="list-style-type: none"> • Committed to getting the job done no matter the time of day or day of the week. • Willingness to adapt to the dynamic needs of a school environment and participate in community events or projects, including our PTA (Friends of Oratory Prep School) • Professional and personable at all times. • Good sense of humour. 	