



SCHOOL PORTER – APRIL 2023

Ackworth School, a co-educational boarding and day school, was founded in 1779 by the Religious Society of Friends (Quakers). It maintains its ethos and traditions, and is still governed by the Society, although only a small number of pupils are from the Quaker tradition. The school is academically non-selective and provides an excellent range of facilities and extra-curricular opportunities. The Head is a member of both HMC and the Society of Heads.

We are looking to appoint a School Porter to work between the domestic and facilities departments. The role includes working flexibly and as part of a team. There are approximately 20 members of the domestic team and 12 members of the maintenance team.

The working hours for the Facilities Porter role currently are Monday – Thursday 6:00am – 1:30pm and 6:00am – 4:00pm on Friday. The role is required for 52 weeks of the year and not term time only.

Working as part of the domestic team to maintain the school. Ensure the efficient collection and delivery of laundry to and from the boarding house.

Providing support to members of the maintenance team when necessary including collecting materials from external suppliers.

In addition to safeguarding, mandatory health and safety training applies to this role including (but not limited to) COSHH, manual handling and working at height. Training will be provided as part of the induction. A full driving licence is essential.

In return we offer:

- a competitive salary and generous fee remission of up to 50% for the children of our staff.
- all food and refreshments during the working day.
- access to sports facilities, new fitness suite and pool.
- free on-site parking.
- flexible pension and health benefits.
- a supportive and friendly environment based on the Quaker ethos of the school.
- a committed parent community which plays an active part in the school.
- a beautiful working location in an ideal location within easy travelling distance of the main centres of Sheffield, Leeds, Doncaster and York.

Please visit the school's website for a full job description.

We will only accept applications that are submitted on an application form. We cannot accept CV's. Forms are downloadable from the school's website.

Closing Date: Thursday 24th March 2023 at 9.00am

Interviews will be held on the 30th March 2023

WE RESERVE THE RIGHT TO CLOSE THE ADVERT EARLY AND BRING THE INTERVIEW DATE FORWARD

Applicants should read carefully the Recruitment, Selection and Disclosure Policy and our Recruitment Process. Our recruitment privacy notice is also available on our website within "Working For Us".

Ackworth School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 and all applicants will undergo child protection screening, including checks with past employers and an enhanced DBS and Barred list check with Disclosure and Barring Service. Applicants should also be in sympathy with the School's Quaker ethos.

For an informal and confidential discussion, please contact Joanne Colley on 01977 233600