CHELTENHAM
PREP SCHOOL

Groundsperson

Cheltenham College and Cheltenham College Prep School

Cheltenham College is an independent boarding school located in the heart of Cheltenham and consists of two inter-dependent fee-paying schools within a single executive structure. College (13-18), is predominantly a boarding school of some 730 pupils. The Prep School (3-13) is largely a day school of around 440 pupils. Both schools are co-educational and have strong academic records and a reputation for sport, drama and music.

The Role

Cheltenham College has extensive sports fields in three locations: College, The Preparatory School and Reeves Field. The Grounds team are responsible for the preparation, maintenance and long-term care of the sports pitches throughout College. The College seeks to produce the highest standards of sports grounds, for the benefit of its pupils and local community users.

Person Specification

- NVQ Level 2 Sports Turf, horticulture or equivalent is desirable, or the ability to work towards it
- Reporting to the Head of Grounds or Deputy Head of Grounds in their absence
- Enthusiastic and reliable
- Enjoy working with colleagues in a close team environment
- Ability to work to high standards
- Self-motivated, with the ability to work unsupervised
- Team player with co-operative, flexible and willing attitude
- Strong interpersonal skills for communication with teaching staff, pupils and colleagues
- Willing to undertake weekend and evening work when the needs of the College dictate
- To be able to work in all weather conditions including rain, snow etc.
- Full driving license essential.

Key Responsibilities

Tasks will vary on a daily basis, as determined by the Head of Grounds will include**:**

- The use and maintenance of hand tools and basic light machinery and plant; this will involve heavy lifting

- The use of cylinder and rotary mowers, strimmers, leaf blowers, including adjustments of mower height and quality of cut etc. Oil level checks and check for damage to any mower
- To respond to emergencies and assist other departments as directed by the Head of Grounds, Deputy Head of Grounds or Estates Bursar
- To be aware of Health and Safety requirements noting that all duties must be carried out to comply with current Health and Safety at Work legislation
- To ensure all equipment, machinery and buildings are secure
- To keep the mess rooms, tool sheds and staff toilets clean and tidy
- To be aware of and report any security risks posed within the school
- To apply chemicals where appropriate
- To undergo training as required
- To keep the grounds, thoroughfares, highways, footpaths and pond clear and free from litter at all times
- To carry out gritting, salt spreading, snow clearing as necessary, including highway footpaths through the school
- Prepare and maintain College pitches for sports matches
- Assist in preparation of grounds for annual Gloucestershire County Cricket Festival, which is the oldest Cricket festival in the world
- General grounds maintenance work, including driving road rollers, mowing machines, tractors and other vehicles
- Maintain the College all weather pitches for use by the school and the wider community

Terms And Conditions

- Starting salary: £26,547.00
- Hours of work are based on a 39-hour week (5 days a week).
- Subject to the above, normal hours are regarded as 8am – 4.30pm with a 30-minute unpaid lunch break. Due to the nature of the position, however, flexibility will be required throughout the year and weekend cover will need to be included on occasions
- Annual leave: starting at 20 days (rising to 25 with length of service), plus bank holidays.
- Complimentary lunch available during term time
- College Pension Scheme available after completion of probationary period
- Use of school sports facilities
- Staff discounts at local businesses and retailers.