



Cleaning Operative

INFORMATION PACK FOR CANDIDATES



06 September 2021

Dear Applicant,

Thank you for your enquiry regarding the position of Cleaning Operative at Oasis Academy Warndon. I hope you find the information pack helpful. If you have any further questions after reading this document, then please do not hesitate to contact me.

- POST:** Cleaning Operative - Part time permanent contract.
- CONTRACT:** Permanent and Term time only. 11.25 hours per week (2.25 hours per day) plus 22.5 hours stand down to be worked in holiday periods.
- SALARY:** SCP 1-2. Actual Salary, £4,881 per annum.
- START DATE:** ASAP (dependent on completion of pre-employment paperwork).
- CLOSING DATE:** Wednesday 15<sup>th</sup> September 2021 at 9:00am
- INTERVIEWS:** At Oasis Academy Warndon on Friday 17<sup>th</sup> September 2021

If you feel that that this is a post for which you would like to apply, please complete all sections of the Application Form including the Equal Opportunities monitoring and return it to Anna Wichmann Lima by one of the following processes: through the link on the OCL careers website, email: [Anna.WichmannLima@oasiswarndon.org](mailto:Anna.WichmannLima@oasiswarndon.org), drop in by hand or by post.

If you have not been invited to attend interview 6pm on Wednesday 15<sup>th</sup> September then you should assume that your application has not been successful. If you would like to know more about us before you apply, please see our website [www.oasisacademywarndon.org](http://www.oasisacademywarndon.org), or if you are not clear about any aspect of the application procedure, do not hesitate to contact us for clarification. Thank you for your interest in what we think will be exciting, challenging and rewarding posts.

Yours sincerely

Suzanne Owen  
Principal

A: Edgeworth Close, Warndon, Worcester WR4 9PE  
T: 01905 45 35 30  
[suzanne.owen@oasiswarndon.org](mailto:suzanne.owen@oasiswarndon.org)



## Oasis Community Learning and Oasis Warndon

Oasis Community Learning was set up in 2004 with the express purpose of **transforming learning, lives, and communities** through the development of the Oasis Academies. Oasis Academy Warndon is part of the Oasis Multi-Academy Trust family. Every Academy within the Oasis Community Learning family benefits from the **interconnectivity and shared practice** of being part of a national family of 52 Academies. At a **time of educational instability**, we are a **highly successful, established trust** with great capacity for support and development and proven capacity.

As Oasis, we commit to **transforming communities** through our Academies and Community Hubs. Oasis Community Learning seeks to **create and sustain networks of excellent learning communities** working in the context of the Oasis Ethos where every student can reach their full potential. We believe this can be achieved through clear leadership, outstanding staff, a positive and affirming environment, strong partnership between students, parents/carers, and the local community, along with the wider national and international links the Oasis' global operations create. We are also committed to nurturing and developing the very best teachers to work within our Academies. In just two years, our **sustained improvement** has seen the percentage of inspected Academies attaining 'Good' or better, rise from 30% to over 80%. We have a **relentless commitment to raising the bar for all**, whilst **closing the gap for disadvantaged students**.

Our ethos is an expression of our character- it is a statement of who we are and therefore a lens through which we assess all we do. The work of Oasis Community Learning is motivated and inspired by the life, message, and example of Christ. This is encapsulated by the following five statements:

- a passion to include everyone
- a desire to treat everyone equally, respecting differences
- a commitment to healthy and open relationships
- a deep sense of hope that things can change and be transformed
- a sense of perseverance to keep going for the long haul

The full Education Charter explains how our ethos impacts in Oasis Academies and can be found on [www.oasiscommunitylearning.org](http://www.oasiscommunitylearning.org)

At Oasis Warndon, we achieved a **strongly 'Good' Ofsted report in November 2019. The report rated us 'Good'; with enough evidence of improved performance to suggest that school could be judged outstanding if Ofsted were to carry out a section 5 inspection.** It is an incredibly exciting time to be part of our Academy, as we **stride forward on our journey to outstanding**. In establishing Oasis Warndon, we worked with all stakeholders in designing a vision and ethos for our Academy, which is encapsulated by:

*'Happy hearts, enquiring minds, promising futures'*

We want children at Warndon to be nurtured, happy and capable of developing healthy relationships.



Through high expectations, children are stretched and challenged in their learning and personal development. All students are treated as individuals; with differences and achievements celebrated. Personalising learning is embedded within our ethos, giving students the education, they need and want. Learning is active, hands on, engaging and purposeful in the context of their lives. Oasis Academy Warndon is an Academy for the community and an Academy for the 21st Century, preparing our young people for their future. Our bespoke character approach is integral to ensuring our children thrive in contemporary society.

## Warndon

The Academy mainly serves the Parish of Warndon, which is a very **diverse and rewarding catchment** to work within. On average, children enter school well below age expectations and require carefully considered provision in order to develop academically, socially, and emotionally. There is **significant deprivation in the area**, with our Acorn Score at 86. Over 1/3 of the children in Warndon are living in poverty. In the national deprivation index data, Warndon is within the highest 1% nationally of most deprived areas in the country. We have 20% of our children on the SEN register, with a high percentage of language development areas. Furthermore, just over 50% of the children are able to access pupil premium funding.

We are an expanding school with provision from nursery through to year 6. Currently, we have over 580 children in our Academy with a plan for 700 as our reputation builds and our nursery provision expands in the coming years.

The school has a **historical journey of improvement**. In 2011 it went into special measures and came out of this position into requires improvement in 2013. On the 1<sup>st</sup> of October 2013, we converted to become an Oasis Academy, which provided a wonderful opportunity to focus on our core job of teaching and learning, whilst seeking the resources and expertise of an outstanding organisation to help us push forward in other key school improvement areas. The Ofsted in May 2015 rated us as strongly good, and our **first Section 8 inspection found that we were Good with enough evidence to suggest the school could be judged outstanding in a section 5 inspection**. The drive now is to obtain an outstanding judgement at the next inspection, but more vitally, make sure **that outcomes for children are exceptional in the future**.

## Our Mission Statement

At Warndon we:

- Create a **happy, stimulating, caring learning environment** where **risk taking, and challenge** is encouraged
- **Awaken and nurture a love of learning** that will last a lifetime and provide everyone with the skills to pursue that **learning independently and collaboratively**
- Enable everyone to reach the **highest standard** of which they are capable, academically and in other fields such as **sport, arts, and culture**
- Encourage all learners to develop their own interests, passions, enthusiasms, creativity, and individuality



- Help learners to **understand and care about the world in which they live**, and to believe in their ability and responsibility to change that world to make it better
  - Empower learners to develop a strong sense of right and wrong, good, and bad, equality and justice. Give them the **inner strength** to act according to these values
  - Provide learners with the skills and understanding to **live a healthy, successful life, physically, emotionally, and spiritually**
  - **Foster respect, tolerance, and love for others**, regardless of race, gender, religion, or difference, within a framework of equality of opportunity and fairness
  - Help learners to **appreciate human achievements and aspirations** and to believe in their own potential to attain great things
- Promote a feeling of **pride and confidence in learners' identities**, as individuals, as members of our academy, as part of the local community and as citizens of the world

## Teaching, Learning and Curriculum

We provide a broad and balanced curriculum, which caters for the individual needs, interests of students, and offers a secure base of academic and social learning. We focus on **social skills, learning characteristics and emotional intelligence**, so that the right balance is achieved for preparation for life-long learning. Our students are involved in a range of collaborative working structures; solving complex and varying problems; applying 21<sup>st</sup> century technology; presenting to a variety of audiences and working with a purpose, so that **learning is inclusive and as close to real life as possible**. There are many trips planned, as well as special visitors and hands on practical workshops involving children and parents.

We have an **agreed approach to teaching and learning** so that children are receiving a consistency of teaching pedagogy in the classroom. The approach is developing all the time within our continuous performance development programme underpinned by the idea that we are always learning. Over the past 12 months we have been focussing on incorporating cognitive science into our approach to help focus on what students are to learn and offer valuable guidance in the importance of setting clear objectives and planning learning carefully. Cognitive science provides a robust evidence-based approach to T&L at Oasis Academy Warndon. It sets a minimum standard and then **teachers use their own creativity and skills to allow learners to really flourish**, as well as providing consistency through **central banks of high quality, bespoke resources, and shared planning opportunities**.

Our key focus in maths is ensuring that children are strong in **number and calculation**, both mentally and on paper. We have implemented a **thorough teaching approach to the national curriculum**, we use Mathematics Mastery throughout the school to develop children's fluency, reasoning, and problem-solving skills. This creates a **well sequenced and interlinked** EYFS, KS1 and KS2 maths curriculum. By following this, it provides integrated training and professional development helping to ensure all staff (including non-specialists) develop confidence in their maths mastery teaching.

In English, we use a focused approach to **share, model and guide reading** so that children's enjoyment and understanding are nurtured. We follow the **Hooked-on Books approach** which is based around giving children the ability to read for knowledge, connections, and wisdom. Our library is stocked full of fantastic,



high quality texts which **foster a love of reading**. Read, Write Inc. is used as the basis for **phonics teaching across EYFS and KS1** and then **linked to spelling development in KS2**. Writing at Oasis Academy Warndon follows **'The Write Stuff'** framework and is centred around a high-quality text that captures the children's interest from the outset. The school environment enfolds children in stories, settings, and language. There is a focus on drama, oracy, and language development, equipping children with **fundamental knowledge** and skills that will enable them to be confident, independent writers throughout their school life and beyond.

Thrive and our knowledge of Trauma informed Practice are an integral part of how we work with all children, but more specifically, our most vulnerable children. We use the **best research in neuroscience, attachment theory, child development and ACES**, so that we can help children access learning by dealing with the core of their social emotional interruptions.

In **Early Years**, in accordance with the Early Years Foundation stage framework, we teach a **curriculum which meets the needs of the children**. Our curriculum is constructed to be ambitious and designed to give all children the knowledge, self-belief, and cultural capital they need to succeed in life. The curriculum builds on what the children know and can do, developing their skills and knowledge through a variety of themes and experiences that stimulate their curiosity towards their future learning. The topics we teach are based on the children's interest. Children are assigned a key worker/ teacher who monitor the children's progress.

We aim to give children a wealth of **creative, active, and worldly experiences**, so that, when placed alongside academic challenge, we have the very best chance of helping them to discover their unique individual gifts and talents. Our **music, P.E. and Science specialists** work from Reception to Year 6. Throughout the year children have **fantastic sporting and performance opportunities** and achievements, as well as wonderful outdoor learning opportunities.

## CPD

CPD is one of the academy's key drivers and our process for delivering highly effective CPD to all ensures that we are **constantly improving and continue to be at the forefront with educational developments**. Through a carefully planned blend of coaching using **powerful action steps, lesson study modules, planning modules, online and face-to-face content, IRIS readings** and contribution to a whole school CPD blog with reflections, we ensure that all of our staff have a bespoke blend of training that is both relevant and current for their role. We also ensure our staff have access **to high quality CPD outside the academy** including RWI phonics, leadership training, PIXL and the Write stuff. In addition, we subscribe to the **National College**, which offers thousands of webinars, tutorials and certified courses, which are delivered to the right people through a carefully planned programme throughout the year. Oasis Warndon also offers middle and senior leadership qualifications to help our teachers flourish in each stage of their career.

Our NQT approach at Oasis Warndon offers a **comprehensive and bespoke programme to both NQT's and RQT's**. Each NQT has a member of the senior leadership team who guides and helps them to develop their



practice through modelling, coaching, CPD, bespoke learning modules and discussion and tasks from the Ambition Early Career Teacher Framework. Through weekly mentor meetings our NQT's are supported through all the tasks in a normal academic year including assessment, parent communications, planning and refinement of techniques learned in their training years. **We offer excellent CPD** and invest heavily in our NQT's so they can secure the best outcomes for our children.

Oasis Warndon is **recognised as a lead school for the 'Haybridge SCITT alliance' initial teacher training programme**. We undertake all the training for students who wish to train at OAW and provide a thorough professional studies programme alongside practical experience through placements. We know that our programme is enabling us to develop teachers and ensure they have the skills and knowledge needed to flourish in a teaching career. The PGCE element of the programme is accredited by Birmingham City University and we work closely with our partners to ensure our students receive the very best while they train with us. This relentless focus on improvement and CPD is something that runs through everything we do at Oasis Warndon.

In terms of **future career plans**, there are opportunities at Oasis Warndon to deliver postgraduate training to PGCE and BEd students through our own initial teacher training programme linked with a local teaching school. There is also the opportunity within the trust to become specialist teachers in a 'National Lead Practitioner' role. These individuals develop curriculum, behaviour and pedagogy across the whole trust and work across the 52 academies to support school improvement a day a week. **Being part of Oasis means you don't have to move on to find career development opportunities.**

## Community – Living and learning together

**Our community is everything to us.** We can only achieve the very best for the young people and the community if we are working hand in hand together. We endeavour to **serve our community** and provide the helping hand needed in times of difficulty, whether that be through advocating on their behalf, signposting to outside agencies, job coaching provision or educational courses. We know that Warndon is special community and we want to offer and provide for families who need us.

Through the development of the **Oasis community hub at Warndon**, we are able to **join up community services** so that we can develop an integrated approach and help our children and families in the deepest way possible. The school has incredibly close links with our hub team and our pupil Parliament work with the Hub Councillors and team to work on innovative ideas to enhance our community.

## Facilities

We are now a fully **three-form entry academy** in each year group. We have developed and are always still improving our environment approach, so that there is a pride to our children's learning areas. **Classrooms are exciting and engaging** across the academy. We are a vibrant school ready for 21<sup>st</sup> century learning. We have **two school halls** and a longer-term aim of one hall that is big enough for the whole school, so that we can celebrate achievements as a whole community.



This year, we have launched the **Oasis Horizons Project** where **each current and future pupil, and their teachers and support staff, are provided with an iPad** to provide access to enhanced online learning. Students and teachers will be able to use the device together in lessons to create dynamic, engaging, and outstanding lessons which bring subjects to life. **Teaching staff also have their own laptop** and each classroom has an IWB or apple TV.

Our outdoor areas provide a great deal of space for the children with **large playing fields**, some wonderful **forest school** spaces, as well as a **pond** and other areas of interest, a superb **all-weather facilitates and large separate playgrounds** for the key stages.

Oasis Community Learning supports Equal Opportunities Employment.

Oasis Community Learning is a company limited by Guarantee registered in England and Wales no. 5398529 and is an exempt charity under the terms of the Charities Act 1993 and 2006.





## Job Description

<b>POST:</b>	<b>Cleaning Operative</b>
<b>RESPONSIBLE TO:</b>	<b>Operations Manager</b>
<b>SALARY:</b>	<b>SCP 1-2</b>
<b>LOCATION:</b>	<b>Oasis Academy Warndon</b>
<b>WORKING PATTERN:</b>	<b>Monday – Friday. 2.25 hours per day.</b>
<b>DISCLOSURE LEVEL:</b>	<b>Enhanced</b>

### Job purpose:

- To provide a high standard of hygiene and cleanliness throughout the academy.
- To maintain a safe and clean learning environment for pupils and to prevent any health and safety risks from occurring.

### Key Responsibilities:

- Be responsible for ensuring the cleanliness of your designated areas and for maintaining high and consistent standards
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards
- Report cleaning supplies requirement and stock level to the Site Manager
- Ensure Health and Safety, quality and general procedure compliance
- Work as part of a team and support other members of the cleaning team to meet standards and school objectives
- Liaise with the Operations Manager and Site Manager and other members of staff as required to ensure the cleaning rota operates smoothly around both academy events and external lets.

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

### Other:

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.



## Person Specification

### Our Purpose

Oasis Academy Warndon exists to provide a rich and balanced educational environment, which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

### Oasis Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

	Essential	Desirable
<b>Qualifications</b>		<ul style="list-style-type: none"> <li>• Math's and English GCSE</li> </ul>
<b>Experience, Skills &amp; Knowledge</b>		<ul style="list-style-type: none"> <li>• Previous experience in a cleaning role</li> <li>• Health and Safety knowledge</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Commitment to safeguarding and promoting the welfare of children and young people</li> <li>• Willingness to undergo appropriate checks, including enhanced DBS checks</li> <li>• Team player who is able to work with others to reach an end goal</li> <li>• Reliable, enthusiastic, committed</li> <li>• Self-motivated</li> <li>• Being physically capable</li> </ul>	