



DURHAM HIGH SCHOOL
Independent Day School
Church of England Foundation
GSA – c400 girls (aged 3-18)
www.dhsfg.org.uk

**INFORMATION FOR THE POSITION OF
CLEANER**

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Durham High School
A Company Limited by Guarantee. Registered in England and Wales No. 6257502
Registered Office: Farewell Hall, South Road, Durham DH1 3TB. Registered Charity No.
1119995
Headmistress: Simone Niblock

AIMS OF THE SCHOOL

- To create a friendly, caring community based on Christian principles where every individual is valued
- To develop the potential of every girl in all areas of her life
- To encourage academic excellence and a life-long love of learning

QUOTE FROM THE GOOD SCHOOLS' GUIDE

'Top flight single sex school (the only all girls' school in Durham) with all the trimmings.
"A fantastic school - I recommend it to everyone I know" enthused a parent.'



Durham High School

INFORMATION ABOUT THE SCHOOL

Durham High School is a leading Independent Day School for girls aged 3 - 18. We were one of the first schools in the North East of England to take girls' education seriously and we are proud to continue that tradition today; we seek to develop the potential of every girl in all areas of life.

The school was founded in 1884 by the Church Schools' Company and in 1910 the school's governing body took over and formed an independent school. In the 1960s, Durham High School moved to its first purpose-built premises on the edge of the city adjacent to the new Durham University colleges. This began a period of building and expansion which continues to the present day. Recent developments include a wonderful Nursery, a Science, ICT and Library block and most recently a new building incorporating classrooms for Mathematics and Geography with a purpose-built Performing Arts Suite and Music practice rooms.

Durham High School enjoys a very good reputation locally both for its academic results and for its excellent pastoral support. Classes are small and the pastoral care of pupils is given a very high priority. Our pupils consistently achieve fantastic results for both GCSE and A level. In 2021, 69.5% of GCSE entries achieved grade 9-7. At A-Level 68.2% of the entries achieved A* or A. Pupils invariably obtain a place at the University of their choice, including Oxford and Cambridge, and other Russell Group universities.

We are keen to widen access as much as possible, with a number of means-tested bursaries, including some free places, to enable as many girls as possible to attend the school from a wide area. There are also academic scholarships available at 11+ and 16+ together with scholarships in Music, Performing Arts and Sport.

There is an extensive extra-curricular programme, with huge enthusiasm for a wide-ranging number of sports including hockey, netball and tennis, as well as aerobics and cricket. The musical life of the school is also extensive and of a very high standard. A large proportion of girls take lessons in an instrument and/or voice. There are four choirs, orchestras, a number of bands and an outstanding Drama Department, which stages a number of plays every year. This includes the School's annual production which is performed at Durham's Gala Theatre.

The opportunity to serve both the immediate and wider community is an important part of school life. Other extra-curricular activities include: a Duke of Edinburgh's award scheme with large numbers of girls taking part, including achieving Gold Awards; Young Enterprise; Debating; Art and Photography; and numerous trips and visits abroad.

Durham High School has continued to thrive throughout the Covid-19 pandemic. Despite two periods of school closure, our staff and pupils embarked on an extraordinary journey, adapting to new technology and a new way of learning very quickly, which has meant our pupils have received a full curriculum offering and no need for any catch up.

In addition, with thanks to the virtues of the virtual, from House events to School Council meetings, art exhibitions to sporting challenges, Leavers Service to Sixth Form Bake Off, from assemblies to virtual concerts: Even though for large parts of the last two years our community has been physically apart, we truly believe we have never been closer.

Applicants are encouraged to familiarise themselves further by viewing the website at www.dhsfg.org.uk to obtain a sense of the school.

Ethos and Christian Values

All staff are expected to be sympathetic to and supportive of the Christian ethos of the school and to model Christian values. In addition, the school-based Chaplain has a key role to play in the life of the school.

Our school is inclusive and distinctive. As such, we welcome girls of all faiths and none. Religious faiths are valued and respected and we have a significant number of pupils who practise faiths other than Christian.

REGULATORY COMPLIANCE INSPECTION REPORT NOVEMBER 2018

Principal findings

Durham High School succeeded in fulfilling every standard examined during the Regulatory Compliance Inspection carried out by the Independent Schools Inspectorate (ISI). Please find a link to the report on our website here:

[2019 Regulatory Compliance Inspection Report](#)

It is important to note that the format of RCI reports is such that each standard is simply 'met' or 'not met': there is no evaluative judgement in the report beyond this.

Format of the inspection and the report

Inspectors visited the School on Wednesday 28 and Thursday 29 November 2018 and immersed themselves fully in DHS school life. They observed lessons; analysed the curriculum; conducted interviews with pupils; and held informal discussions with staff. They attended assemblies and form periods and observed a variety of extra-curricular activities.

DHS passed the Inspection in every one of the eight compliance requirements. These included the standards of the quality of education provided; the suitability of the staff and those in contact with the pupils; the welfare of the girls; and the moral, social and cultural development of all our girls. We met every requirement, as did the standards relating to the premises and the provision of information to parents, Inspectors and the Department of Education.

In relation to the quality of leadership and management of the School, leaders fulfil all responsibilities effectively to ensure that standards are consistently met, and they actively promote the wellbeing of the pupils.

* *See school website for full Inspection Report*

THE ROLE OF THE CLEANER

The cleaner is a member of the support staff team which consists of:

- Director of Finance and Business
- Director of Operations
- Administrator
- PA to Headmistress and Head of Junior House
- Publicity Secretary (part-time)
- Receptionist (term-time only)
- Reprographics Assistant (part-time)
- 4 x Facilities Management Technicians
- Part time cleaners

The Director of Operations is responsible for and line manages the Facilities Management Technician Team and cleaning staff.

Cleaning duties include:

A requirement to undertake general cleaning duties in the following areas:

- Classrooms
- Toilets
- Public areas
- Any area as required

Duties include vacuuming, polishing, dusting, emptying bins and other related tasks as required. May involve some heavy lifting.

PERSON SPECIFICATION

Ideally, the successful candidate will have the following:

Qualifications and skills

- educated to appropriate level
- willingness to participate in ongoing training
- understanding of Health & Safety issues
- previous cleaning experience is essential, ideally in a school environment.

Personal Qualities

- good timekeeping
- excellent communication skills
- flexible approach
- ability to lift and carry items
- ability to work independently and as part of a team
- politeness and respect for others
- loyalty and commitment

Some existing knowledge about the demands of a school would be an advantage, but this is not essential.

All school staff are required to maintain strict confidentiality in all areas of their work.

FURTHER INFORMATION

The core cleaning hours of work are Monday to Thursday 3.15pm to 6.30pm and Friday 3.15pm to 6.15pm (term time only – 36 weeks plus pro-rata holiday pay). Additionally, during school holiday periods there is a requirement that cleaning staff work 6 of these weeks, which are to be determined by the line manager. The hours relating to this may be flexible but must meet the needs of the school and be agreed by the line manager.

All holiday entitlement must be taken during school holidays.

The basic cleaning hourly rate will be £9.90 for weekday hours. Annualised hours will be paid monthly in arrears i.e. twelve equal payments over the year.

METHOD OF APPLICATION

Please fully complete the school's application form, (available from the website) and return it to Mrs Andrea Thompson by post or e-mail to enquiries@dhsfg.org.uk.

On the application form, please give the names of two people who can comment on your suitability for this post. Please note that we reserve the right to take up references before interview and any offer will be subject to receipt of satisfactory references.

DBS

Durham High School is committed to safeguarding and promoting the welfare of children. The successful applicant will be subject to an enhanced DBS disclosure.

SCHOOL CONTACT DETAILS

Durham High School
Farewell Hall
South Road
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DH1 3TB

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