

The Grange Senior School

Head of Grounds



Our School

The Grange School has been one of the great success stories of independent education over the past forty years. The school was founded in 1933 as a Kindergarten and Preparatory School. In 1977, the Governors took the major step of developing secondary education and since 1978 the school has grown steadily and developed an outstanding academic reputation. Today, The Grange has a total enrolment of 1221 students with 427 in the Junior School (4-11 years) and 794 in the Senior School. It is consistently one of the best performing schools in Cheshire and undoubtedly among the very best independent co-educational day schools in the country.

Our academic results speak for themselves; we are consistently one of the highest ranking co-educational independent schools in the country. In 2023, 22% of GCSE entries were awarded grade 9. At A Level (in 2023), 21% of entries were awarded an A* grade. Thanks to these excellent results, the majority of our leavers (approximately 75%) go on to join their first-choice university.

More importantly we are a very happy school. The relationship between staff and students is exceptional; although very busy and, at times, pressurised, it is a pleasure to work and study in such a friendly environment. Expectations of teachers and pupils are high, but this serves both to stimulate achievement and provide reward.

We understand our chief purpose to be to help produce young people who truly flourish and find fulfilment as adults. We try to do this by helping them to identify and develop their unique combination of strengths, talents and passions, and to challenge them to find a purpose for their lives which such attributes can serve.

The Place

The Grange is situated in Hartford, a thriving village in its own right but also, in effect, an extension of the town of Northwich. Part of the Vale Royal of Cheshire, equidistant from Manchester and Liverpool, with Chester only 15 miles away, it is a delightful area to live in; nowhere is more than a few minutes from lovely countryside; hills, coast, even mountains, are within easy reach; and the nearby cities provide terrific opportunities that supplement the cultural, sporting and commercial life of the area. There is a good variety of housing available to suit all tastes and budgets; both staff and pupils travel to the school from a wide area and a variety of both urban and rural locations. In short, the standard of living in the area is attractive and sought after.



Our Curriculum

In most dictionaries the word curriculum is usually defined in terms of 'the courses of study offered by a school or college'. At The Grange our definition is much closer to the context in which the word –whose original Latin meaning is 'race track' or 'lap'- was originally understood in education in the early twentieth century: the 'course' represented by all those experiences through which children become successful adults in society.

Consequently, we understand that everything we do in school from which our young people learn about the world and themselves is a part of our curriculum. They learn from their studies, their involvement in activities outside the classroom, their relationships with their peers and their teachers, their successes and (often more helpfully) their mistakes.

Thus we define our curriculum in an all-embracing and holistic way. We structure it to include our Academic Programme, our Enrichment Programme and our Personal Development Programme.

Our Values



Job Description

The Role: Head of Grounds

Reporting: Head of Estates

Working Hours: 37.5 hours per week, Monday to Friday across the full year, 5 weeks holiday

Salary: £35,000 per annum

This job description should be seen as enabling rather than restrictive and will be subject to regular review.

Our Estate

The Grange School occupies two separate sites for its Senior and Junior Schools located a five minute walk from each other. The facilities offered across the School are outstanding and continue to be developed by an ambitious estates plan, as recently demonstrated by the completion of our 6m Sports Centre in 2019. Key facilities include a 300 seat Theatre, a state of the art Sixth Form Centre, first class Science, ICT and D&T facilities across both sites.



The Opportunity

The post of Head of Grounds is a key post to support the Head of Estates in ensuring that the facilities continue to thrive and develop to meet the aspirations of The Grange School students and our community.

Working hours are 37.5 hours per week, Monday – Friday across the full year with 5 weeks holiday plus bank holidays.

Responsibilities

The successful candidate will be expected to fulfil the following duties:

- Caring for and maintaining the sports pitches across 3 sites, including liaising with the Director of Sport and relevant teachers as to ensure that, wherever possible, the surfaces are available to meet the requirements of the daily curriculum and fixtures programme. These include all-weather tennis courts and sports pitches.
- Maintaining and managing the hard landscape, gardens areas on 4 sites to create an outstanding first impression for visitors and maintaining excellent facilities for students and staff.
- Management and oversight of the site cleaning team and schedules, ensuring facilities are maintained to a high standard on a day-to-day basis and that detailed / deep cleaning schedules are undertaken in holiday periods.
- Reporting any issues relating to the grounds to the Head of Estates
- Line managing the grounds team and cleaning supervisor and dealing with holiday, sickness, and day to day tasks.
- Ensuring that all staff are properly trained and undertaking annual performance reviews with line reports.
- Preparing departmental risk assessments, COSHH documents and machinery maintenance records.
- Leading on whether facilities are safe and fit for play, particularly daily curriculum usage and competitive fixtures scheduled to take place outdoors on grass, artificial or hard-court surfaces.
- Negotiating, purchasing and managing the safe storage of all consumable materials.
- Being responsible for the tendering and management of contractors undertaking grounds services - including specifying work and ensuring compliance with health and safety and other statutory requirements.
- Being responsible for the undertaking of a tree survey, the ongoing care of trees and their maintenance as well as external fences and bushes that form site boundaries.
- Maintaining pathways and access points.
- Attending weekly coordination meetings with the Director of Sport and other members of the Sports Team.
- Co-ordinating the implementation of snow & ice clearance of pathways and roads as required in line with existing risk assessments and procedures.
- Maintain awareness of industry developments and propose how these will impact on the school.

On Site Duties

- Ensuring that a positive impression of the School is given to pupils, parents, visitors and colleagues at all times.
- Supporting the work of the Estates department, and delivering its strategic outcomes.



Other Duties

- Playing a full part in the life of the school community, supporting its mission, ethos and policies.
- Setting high personal standards of dress and appearance, attendance/punctuality and discipline/behaviour, upholding the staff code of conduct at all times.
- Actively engaging in safeguarding practice and health and safety awareness around the school sites.
- Committing to personal professional development, including active engagement in staff training and the performance review process.
- Complying with relevant school policies and procedures at all times.

The Person

Qualifications:
NVQ Level 2/3 Amenity Horticulture and Sports Turf Maintenance or relevant equivalent qualification.
Desirable: 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
Desirable: A Chainsaw Maintenance certificate
Experience:
Proven excellent record of grounds management in a comparable organisation
At least three years' experience of delivering groundskeeping for sports
Experience of raising standards within a team
Competencies:
Ability to communicate effectively to a range of audiences
Highly organised with the ability to work under pressure, prioritise, manage time effectively and meet challenging goals
Ability to work effectively as a proactive member of a team, as well as leading and managing others
The Grange School is committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. All offers of employment are subject to the receipt of an enhanced DBS check.

The Process

To apply for the role of Head of Grounds, please write a letter of application to support a fully completed application form and names of two referees to:

**The Head
The Grange School
Bradburns Lane
Hartford
Cheshire
CW8 1LU**

Alternatively, applications are also accepted via e-mail to recruitment@grange.org.uk

Closing date for applications is **Friday 22nd March 2024 at 12:00pm**. Interviews will take place week commencing 25th March 2024.



The Grange School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a DBS check. This post is exempt from the Rehabilitation of offenders Act 1974.

The Grange School
Bradburns Lane, Hartford
Cheshire, CW8 1LU
T 01606 539039
E office@grange.org.uk

