

## **Domestic and Kitchen Assistant**

April 2024 start

### **The Role**

Our staff are the School's greatest asset. Everyone contributes to the distinctive atmosphere you find at Westbourne House.

We are looking for a dedicated cleaner to join our fantastic Domestics team. You will be responsible for ensuring all areas of the school are maintained and cleaned to the highest standards.

Working on your own, or as part of a team, you will undertake a range of cleaning duties within school premises. You will also work as part of the kitchen team, helping with the preparation of the dining hall for lunch and assisting with general cleaning duties throughout the lunch period. Experience of cleaning is not essential but would be advantageous. You will be a good communicator and have the ability to pick up tasks quickly and efficiently.

The hours of work will be Monday to Friday, 7.30am – 2 pm, term time only plus 4 weeks during the school holiday periods for deep cleaning (a total of 38 weeks per year). The occasional Saturday is also required (approximately 2 per year).

There is some flexibility in terms of the days of work, therefore if you are not able to commit to 5 days a week, please do not let this deter you from applying – we ask that you confirm the days you are looking for on your application form.

The rate of pay for this role is £11.90 per hour.

### **We can offer:**

- Strong, supportive staff team
- Use of the school's facilities – swimming pool and sports facilities, subsidised staff yoga class
- Cycle to Work Scheme
- Employee Assistance Programme
- Lunch provided during term time
- On-site parking

**Closing date:** 7<sup>th</sup> April 2024

We reserve the right to interview and offer to a strong candidate prior to the closing date. For this reason, early applications are encouraged.

Please apply by completing the application form. CVs may be attached, but not in place of the application form. Please return completed applications to Robyn Aubrey at [hr@westbournehouse.org](mailto:hr@westbournehouse.org).

Westbourne House is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All applicants must be willing to undergo child protection screening appropriate to the post, including checks with current and past employers, online checks, the Disclosure & Barring Service, overseas checks and the Secretary of State's Prohibition List from Teaching and Management.

### **About the School**

Westbourne House is situated just to the east of Chichester in beautiful grounds of over 100 acres. There are approximately 360 pupils, aged 2½ -13. Most children go on to major Public Schools across the South.

The school enjoys outstanding facilities. Teaching is extremely well resourced with excellent teaching rooms, the majority equipped with interactive whiteboards; there are also sets of laptops which can be booked for class based work. There are rooms for Art, Ceramics, ICT, Design Technology and Food Technology, a separate Science block and Music School, as well as a modern, 300 seat theatre/assembly hall. The School also has a large (30 acre) lake on the north boundary for kayaking.

Academic standards are high, with consistently outstanding Common Entrance results together with an excellent scholarship record; totalling 140 over the last five years.

Westbourne House uses the High Performance Learning philosophy to guide all pupils in becoming good learners. The school believes that all pupils have the potential to perform at the highest level regardless of their current performance level. The Advanced Cognitive Performance Characteristics (ACPs) and Values, Attitudes and Attributes (VAAs) of HPL are the "thinking" and "behaviour" characteristic and these are delivered specifically and systematically throughout the curriculum.

The Music and Drama departments also excel consistently: all children are involved in school productions, a large number are members of school choirs and there are regular concerts.

Saturday school consists of sports matches, as well as optional enrichment activities, such as kayaking and coding.

There is a wide variety of sport on offer, and a large number of teams represent the school most Wednesdays, Thursdays and Saturdays. As well as extensive playing fields, there is a 25-metre swimming pool, dance studio, sports hall, squash courts and a full-sized astro-turf pitch.

There are around 100 boarders, many of whom board for two or three nights in one of seven houses on the school grounds. The school offers full time boarding allowing the children to further enjoy the beautiful facilities and grounds the school has to offer.