

ABOUT FRENSHAM HEIGHTS

Frensham Heights is a highly distinctive independent day & boarding school, offering a progressive education. We welcome all students from the age of 3 to 18 and we give them the tools to succeed in their education, helping them to extend their abilities and exceed their own expectations. Set in 125 acres of beautiful Surrey countryside, our campus combines impressive historic buildings with a modern, diverse learning environment.

We endeavour to remain faithful to the ideals which make Frensham a refreshing alternative to other independent schools.

OUR VALUES

As a values-based organisation, we expect all who join Frensham, from students and staff to parents, to embrace our values.

ORIGINALITY OF THOUGHT

Frensham embraces creativity

We encourage everyone to foster their boldness and innovation, seeking opportunities locally and globally to discover and bring fresh thinking to our community.

COURAGE TO TRY

Frensham fuels personal dedication

We aspire to support a growth mindset across our community, fully committing to our learning, proactively seeking improvement and working collaboratively for the benefit of the whole community.

SPIRIT OF TOGETHERNESS

Frensham nurtures community spirit

Relationships are the foundation of our school and our success; built on compassion, kindness and genuine mutual respect. We look out for one another and have a firm understanding of our responsibility towards our community.

RESPECT OF INDIVIDUALITY

Frensham celebrates authenticity

This is a place where you can be the 'true you'; we pride ourselves on that. We support all to have the courage to stand for something and be the person you truly want to be.

SAFEGUARDING:

Frensham Heights is committed to safeguarding and promoting the welfare of children and young people. An enhanced DBS check is required for all successful applicants.



EQUALITY AND DIVERSITY

Frensham Heights is an organisation with founding principles of child-centred learning and mutual respect. We are proud members of the Progressive Education Network.

We value and treat all people with dignity and respect. We aim to encourage, value and manage Equality, Diversity and Inclusion. We oppose all forms of unlawful and unfair discrimination, harassment or victimisation.

We are striving to attain a workforce that is representative of society to ensure we secure the widest pool of talent available. Applicants whose backgrounds are under-represented in the sector are encouraged. It is our aim to ensure that no job applicant or employee receives less favourable treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex or sexual orientation (the protected characteristics).

WORKING WITH US

We believe passionately that our community thrives through our people. In joining Frensham, you will be a vital part of our community. We have high standards for students and staff alike – and we support you in reaching and exceeding these. Since our foundation, we have believed in encouraging the fullest development of everyone's personality and talents; that each individual must accept responsibility for his own or her own actions and must relate to others with sensitivity; that success will be achieved against a background of mutual respect and good human relationships



JOB TITLE: Maintenance Assistant

GROUP: Estates

REPORTS TO: Director of Estates

JOB PURPOSE

Our small Estates team is looking for a Maintenance Assistant to join our excellent team. You will provide support for all areas of the school with maintenance duties and other ad-hoc responsibilities to ensure the smooth running of the School. You will have experience in a similar role, ideally in a school environment although this is not essential.

SCOPE

This is a full time, full year role, 37.5 hours per week, Monday to Friday only. There will be an element of on-call work. You will report into the Director of Estates.

OBJECTIVES

- To assist in the general work of the Facilities Management Unit supporting the work of the electrician, plumber and carpenter as directed by the Director of Estates.
- To move furniture and set up rooms for school events (examinations, functions, lettings etc.) around the school building and the school grounds



- To assist in managing the school grounds
- Driving duties as required (including school vans and minibuses)
- To provide an 'out of hours' on-call service



| PERSON SPECIFICATION: | |
|---|--------------------------------|
| | ESSENTIAL = E DESIRABLE = D |
| KNOWLEDGE Health and Safety including COSHH General maintenance knowledge Knowledge of security and safeguarding | D E D |
| EXPERIENCE Experience of undertaking general maintenance tasks Driving of minibuses/maintenance vehicles Experience of working in a school setting | E E D |
| SKILLS & VALUES Strong teamwork skills An ability to communicate professionally with all children, staff and parents Empathy and respect for the values and ethos of Frensham Heights | E E E |
| QUALIFICATIONS Driver's Licence | E |

TERMS AND CONDITIONS

Frensham Heights is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

FRENSHAM HEIGHTS SCHOOL

Rowledge, Farnham, Surrey GU10 4EA 01252 792 561 www.frensham.org

