



Pendle
Education Trust

• • • • •

**CLEANER AT
CASTERCLIFF PRIMARY
ACADEMY**

**APPLICATION
PACK**

• • • • •

INTRODUCTION

WHY WORK FOR PENDLE EDUCATION TRUST

This is an exciting time to join Pendle Education Trust. We are developing and always improving the academies within our family to ensure the highest standard of education for our children.

Pendle Education Trust is a family of academies in East Lancashire educating over two thousand children. The Trust is sponsored by Nelson and Colne College. Established in 2013, Pendle Education Trust continues to grow, welcoming new schools to our family.

Currently we have five Academies within our family, and we are looking forward to welcoming new additions over the coming months and years:

- **Castercliff Primary Academy**
- **Casterton Primary Academy**
- **Colne Primet Academy**
- **Pendle Primary Academy**
- **West Craven High School**

Our focus is exceptional leadership and meeting the needs of local families and the community. Through close collaboration with local partners and schools, we strive to deliver an excellent education for children in Pendle and surrounding districts.

Our vision is that every child should only be a short walk away from a world class school. We exist to empower, enable and inspire schools to provide an outstanding level of education and support through exceptional leadership, collaboration, innovative thinking and understanding of local needs.

In practice this means that we care passionately about all the children in our academies and believe in the difference our work can make to their lives. We have a fantastic staff of over 280 people across our academies – all dedicated to this single purpose.

We don't apologise for relentlessly driving forward improvements for the benefit of our children and staff and look for ways to collaborate within the Trust and with other schools and academies with like-minded philosophies. There will be considerable opportunities for professional development and there will be coaching and mentoring opportunities. We have strong links with our sponsor, Nelson and Colne College, to develop skills and potential in all Trust staff.

We are a flexible and supportive employer and would consider job share or part-time working applications.

Please visit our website for more information about Pendle Education Trust.

JOIN US

CASTERCLIFF PRIMARY ACADEMY

Here at Castercliff, we are passionate about promoting and safeguarding the welfare of all our children and are committed to providing a welcoming, community atmosphere in which we can nurture the achievements of every child. Academic learning and aspiration are highly valued. However, we also know the real importance of happiness in enabling all of our children to grow in confidence and develop a sense of responsibility. As a parent myself, I fully understand that children's happiness, safety and wellbeing must always be the priority.

As Principal of Castercliff, I am fortunate to lead a team of highly skilled and dedicated staff who all want to do their best for the children in our care. We all strive to promote and support excellent practice within our school, with children's happiness and development at its core.

The staff and children, here at school, together with the wider Pendle Education Trust team, are all extremely proud of Castercliff and the service we provide to our diverse and wonderful community and I am always pleased to show current or prospective staff around so that you can see for yourself what we have to offer.

We have been part of Pendle Education Trust since September 2015 and our high expectations and continual progress are evident inside and outside the classroom, with our children demonstrating their enthusiasm to learn on a daily basis. Our pupil numbers grow each year and we serve a diverse community with our families speaking many different languages.

By joining Castercliff Primary Academy you will become part of a supportive and ambitious team. We collaborate with our colleagues at Pendle Primary Academy and Casterton Primary Academy, as well as the two secondary academies in the Pendle Education Trust. We benefit from the support of the Trust's core team for functions such as Finance, Facilities, Human Resources, Health and Safety, IT, Marketing and Governance.

Please take the time to read the information in this booklet to find out more about this role and we look forward to receiving your application.



Mr Mark Sherwin
Principal

VACANCY

CLEANER



Salary	Grade 2, SCP 2. Full time salary £24,310.
Role Details	10 hours per week. Term time plus five Inset days and three weeks in the summer holidays. Current shift is 4 - 6pm, Monday to Friday but this could be switched to a morning shift if the successful applicant prefers.
Required	As soon as possible, subject to notice period.
Closing Date	9am on Monday 27 th October 2025.
Interview Date	TBA



JOB DESCRIPTION

Cleaner

Reports to: Site Supervisor

Role Specific

- Undertake, individually or as part of a team, the cleaning of designated offices, classrooms, and associated accommodation to ensure that they are kept in a clean and hygienic condition.
- To clean, wash, sweep, vacuum, empty litter bins, polish, and dust designated areas (which may include toilet and associated facilities) and fixtures and fittings, using, where appropriate, the necessary powered equipment.
- To complete duties with due regard to Health and Safety and Risk Management procedures.

Trust Responsibilities

- Share the Trust's Vision, Mission, Values and Behaviors and communicate them effectively.
- Participate in Staff Review and Professional Development activities and be actively involved in the Trust's culture of high expectation.
- Value diversity and promote equality.
- Contribute to cross-Trust events.
- Adhere to Trust policies and procedures including Health and Safety
- Be responsible for safeguarding and promoting the welfare of children and young people.
- Any other duties that the Principal or Executive Principal consider appropriate.

PERSON SPECIFICATION

Qualifications and Attainments

4 GCSEs (or equivalent qualification) at grade C including Maths and English – **Desirable**

Training, Experience and Knowledge

Experience of performing a variety of cleaning duties - **Essential**

Experience of working as part of a team - **Essential**

Successful experience of working with young people - **Essential**

Personal Skills and Attitudes

Display initiative, be positive and enthusiastic - **Essential**

Demonstrate a commitment to equality and diversity, customer service and quality assurance - **Essential**

Possess excellent communication and relationship building skills - **Essential**

Be a team player with the ability to work independently - **Essential**

Demonstrate a commitment to the process of continuous review and improvement - **Essential**

Suitability to work with children and young people - **Essential**

Flexible approach to working times in line with Academy requirements - **Essential**

PRE EMPLOYMENT CHECKS

Please note: All of our positions are subject to an enhanced DBS check. If there's any reason why this may preclude you from being considered, please contact the Pendle Education Trust team. In line with Keeping Children Safe in Education 2025, an online search will be carried out as part of our due diligence on shortlisted candidates.

CVs are not accepted. If you're interested and would like to submit an application, please complete our online application form via our website careers.pendleeducationtrust.co.uk

Equal Opportunities statement

We are an Equal Opportunities employer, welcoming applications from all sections of the community.

Rehabilitation

The post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). If successful you will be required to apply to the Disclosure and Barring Service (DBS) for a 'disclosure'. Information provided by you or the Disclosure and Barring Service will be dealt with in a confidential manner in accordance with the DBS's Code of Practice. You may view the Code of Practice on the DBS website at www.gov.uk/dbs or alternatively a copy is available on request.





Pendle
Education Trust

Pendle Education Trust
Nelson and Colne College
Scotland Road
Nelson
BB9 7YT

Email

hr@pendleeducationtrust.co.uk

Company Registration Number
08263591

Place of Registration
England and Wales