

ST JAMES'

CATHOLIC HIGH SCHOOL



Cleaner

Candidate Information | June 2026



A message from the Headteacher



Thank you for your interest in St James' Catholic High School. This is an exciting time to join St James' as we look to move our school to the next level.

At St James' we are proud of our latest Ofsted report, where all aspects of the school were judged to be either of an expected or strong standard (OFSTED 2026). The Diocese of Shrewsbury judged our school to be a "Good" Catholic school with "Outstanding" areas (CSI 2024). Our school is made up of 825 students and 100 staff. St James' Catholic High School is a thriving Catholic community that places children at the centre of everything we do. We are located in Stockport, South of Manchester.

St James' is a highly academic performing school:

- In 2025, **73% of students attained a Grade 4 or above in both English & Mathematics (the equivalent to the old Grade C)** with **46% achieving a Grade 5 or above in both English & Mathematics**
- **82 grade 9s and 115 grade 8s were awarded to our students in 2025**, demonstrating exceptional attainment across a wide range of subjects
- Exceptional results in open, Maths and English subjects placing us in the **top 20% of similar schools nationally**

Our school is at the cutting edge of teaching and learning and thrives on providing outstanding opportunities for the young people we serve. All our staff work to provide our young people with the skills, knowledge and understanding in order to achieve their full potential.

Inspired by the example of St James, the purpose of our school is 'To educate and develop global Catholic citizens'. Our three school values of Family, Faith and Excellence are lived out every single day by staff, students and all stakeholders.

The reputation of our school is exceptional within Stockport and across the Shrewsbury Diocese for academic excellence, impeccable pupil conduct and for providing outstanding additional opportunities for our young people. The result is that our young people develop into global Catholic citizens who are proud to profess their faith and who make a positive contribution to society.

At the root of our success is our St James' community. This is built on strong, positive relationships between all staff, students and parents. Our parents support our school and develop their children at home whilst our dedicated staff are relentless in driving excellence by providing the best educational experiences and opportunities for our students. Underpinning this excellence are our unique values, Catholic ethos and our mission. We are inspired and driven by the Gospel where we are told: 'With God all things are possible' (Matthew 19:26).

If you would like to find out more about our school and community, please contact Kirsty Bowers, PA to the Headteacher on 0161 482 6900 or at headteacherpa@stjamescheadle.co.uk

Anthony Pontifex
Headteacher



Cleaner

Part Time 15 hours per week (term time only) Scale 1 point 3: £24,796 pro rata (£8,598.25 actual). Permanent

Hours of work 3.00pm to 6.00pm Monday-Friday

The St James' Catholic High School Mission:

*To ensure everyone within our school **family** achieves their full potential, to encourage learning and development through **faith**, and to strive for **excellence***

Applications are welcome regardless of the personal faith of the applicant, providing they are supportive of the school's Catholic ethos.

St James' Catholic High School is a popular and oversubscribed 11-16 mixed comprehensive Catholic High School where all aspects were judged to be either of an expected or strong standard by OFSTED in April 2026.

The Diocese of Shrewsbury judged our school to be a "Good" Catholic school with "Outstanding" areas (CSI 2024).

The governors of the school wish to appoint an outstanding, dynamic and highly motivated Cleaner

Closing Date: Monday 29th June 2026, 12 noon

Interviews: Wednesday 1st July 2026

Please note a current CES application form (Support Staff) and a Model Rehabilitation of Offenders act 1974 – Disclosure form must be completed for this post – CVs will not be accepted. Forms can be emailed to headteacherpa@stjamesheadle.co.uk

St James' Catholic High School is an equal opportunity employer which is "Positive about Disabled People". Whilst all applicants will be judged on merit alone, we particularly welcome applications from groups currently under-represented in the workforce, who meet the person specification for the post

St James' Catholic High School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service

Cleaner

School Mission Statement

St James' Catholic High School aims to ensure everyone within our school family achieves their full potential, to encourage learning and development through faith, and to strive for excellence

Purpose

To provide efficient and effective cleaning support to the school, including ensuring that the security and general appearance of the building and surroundings are maintained in accordance with the required standards

Cleaning

- Cleaning of designated areas
- Establishing routines to ensure compliance with health and safety requirements
- Completion of hygiene checks in order to maintain standards
- Manage time in relation to workload in designated areas.
- Pass on information relating to stocks and supplies to enable timely replenishment
- Maintain a clean and safe environment and to be aware of infection control procedures



General Duties

- To act in accordance with provisions of the School Staff Code of Conduct.
- To abide by the School Data Protection Policy
- To carry out the responsibilities of the post with due regard to all or any of the School equality and diversity policies
- To operate in accordance with Health and Safety Legislation, which specifies that all employees have a duty to work safely and not to put others at risk
- To take part in performance management and undertake/ participate in training as appropriate
- To comply with and follow all other school policies and procedures in force and also with the conditions of service stipulated within the contract of employment
- To have an involvement in other associated duties as discussed and agreed with the Headteacher

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

The post holder will be expected to comply with all reasonable requests from the Headteacher to undertake work of a similar level that is not specified in their job description. The successful candidate will be willing to undertake the level of DBS check required for this role. They will also be able to provide at least two references.



Cleaner

Job Requirements	Status of Criteria		Method of Assessment	
	Essential	Desirable	Application	Interview/ta sk
Training and Qualification				
Good standard of education	✓		✓	
Commitment to personal/professional development	✓		✓	
Skills and Experience				
Experience of working in a school environment		✓	✓	
Professional Knowledge				
Knowledge of and commitment to relevant school policies including Safeguarding/Child protection and Health and Safety.		✓	✓	✓
Knowledge of cleaning and hygiene requirements in food preparation areas		✓	✓	✓
Personal skills and qualities				
Supportive of the ethos of a Catholic School	✓		✓	✓
Ability to work as part of a team	✓		✓	✓
Able to work under pressure and manage own workload and commitments through excellent time management skills	✓		✓	✓
Good interpersonal skills and able to communicate effectively with a range of people	✓		✓	✓

Contact

Kirsty Bowers

PA to the Headteacher

0161 482 6900

headteacherpa@stjamesheadle.co.uk

www.stjamesheadle.co.uk

St James' Catholic High School

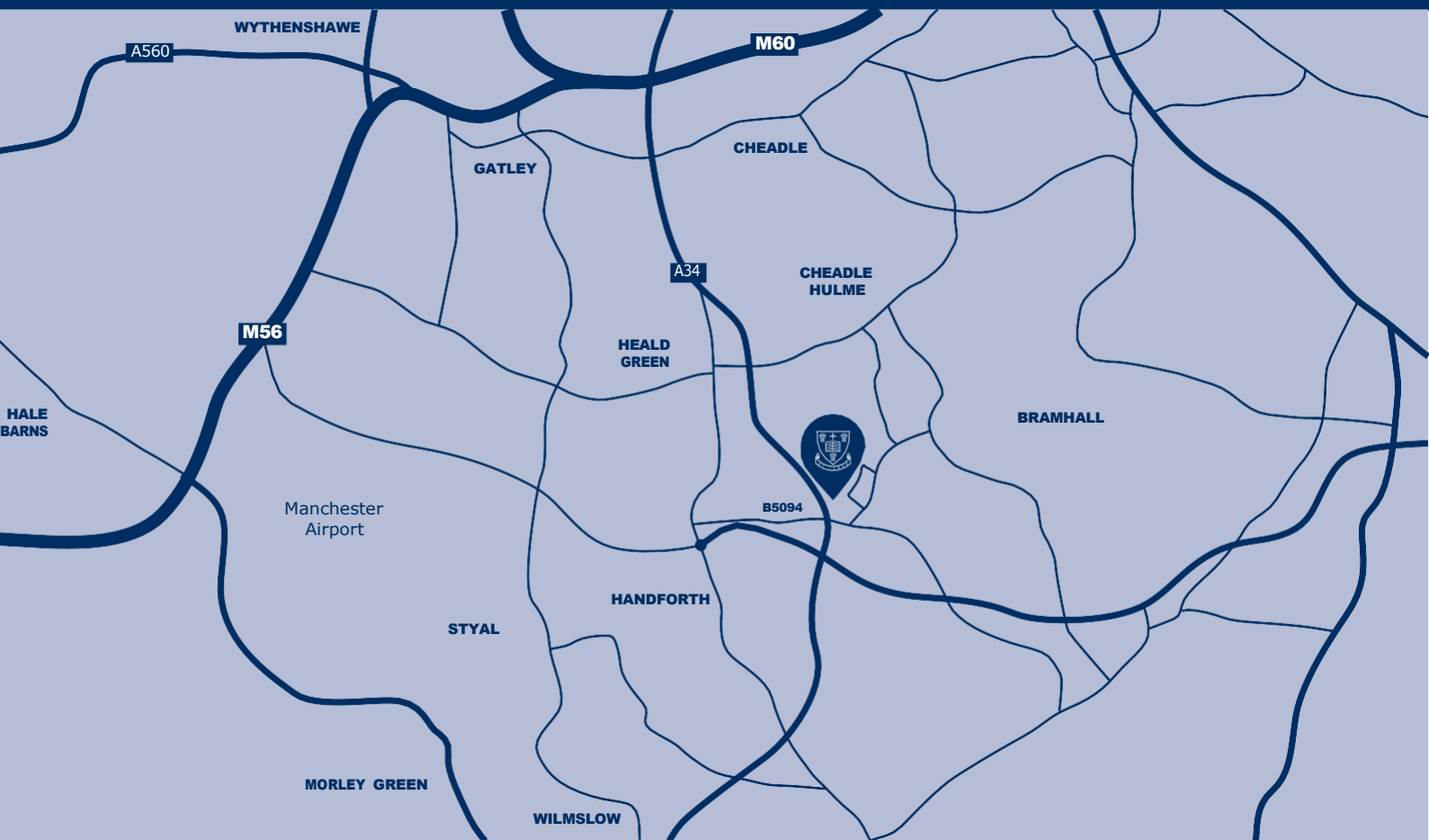
St James' Way

Cheadle Hulme

Cheadle

Cheshire

SK8 6PZ



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CATHOLIC HIGH SCHOOL

With God all things are possible

Matthew 19:26