



**BEACON
ACADEMY**

AMBITIOUS FOR EXCELLENCE

CLEANING OPERATIVE



MARK
Education
Trust

Information for applicants

March 2024

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Welcome to MARK Education Trust

After operating as a Single Academy Trust for several years, we were delighted to become a fully functioning Multi Academy Trust when Uplands Academy joined our first school, Beacon Academy, on September 1st 2022.

Our trust's motto is 'ambitious for excellence' and this applies to all aspects of its work, including governance. From September 1st 2022, our trust moved from being a multi academy trust operating as a single academy trust, to a fully functioning multi academy trust containing our two East Sussex based secondary schools, Beacon Academy in Crowborough and Uplands Academy in Wadhurst.

Our trust's mission statement is:

MARK Education Trust provides the best possible education for our students, preparing them for life, so they can stand equally alongside their peers, locally, nationally and globally.

The guiding values of MARK Education Trust are:

- M – Motivated: to create exceptional, caring and safe educational establishments
- A – Ambitious: high expectations of staff and students
- R – Resourceful: ensuring efficiency and value for money
- K – Knowledgeable: valuing learning for life

Our vision

MARK Education Trust will create:

- Schools with their own strong identity underpinned by shared values
- Schools with expertly taught broad and balanced curriculums which give students the knowledge they need to further their education and thrive in adult life
- Schools which through collaboration constantly improve so that they are recognised for their outcomes at a local, regional and national level
- Schools which are the school of choice for their community and the employer of choice for the best professionals
- Safe and happy environments which enable students and staff to thrive and succeed
- Governance, leadership and management which is robust at all levels, ensuring that the trust is fully accountable to its stakeholders
- A strategy of 'growth with care', ensuring that the trust is able to meet the needs of and invest in its own academies as well as the capacity to support further academies

Letter from our Executive Headteacher



Post of Cleaning Operative

Beacon Academy is looking to appoint a Cleaning Operative. This is a role which will provide cleaning of the site during the school day to enhance our working and learning environment. We are looking for a professional and self-motivated individual, with excellent communication skills and the ability to be flexible. Working as part of the Site team, candidates should be able to work proactively and independently to ensure the efficient cleanliness of the academy campus.

Context

We are a split site, semi-rural, mixed 11-18 non-selective converter academy with approximately 1630 students, including over 250 students in our Sixth Form. We are situated centrally in Crowborough on the outskirts of the Ashdown Forest, an area of outstanding natural beauty. We are close to Tunbridge Wells and the South Coast. The vast majority of our staff travel to Beacon from a variety of destinations within the South East, including Brighton, Eastbourne, Lewes and Tunbridge Wells.

Our catchment area generates our truly non-selective intake, both in terms of ability and socio-economic background. We are an oversubscribed school. We draw students from more than 10 primary schools in Crowborough and the surrounding areas. We also attract applications from an increasing number of students outside of our catchment area, however, due to our oversubscription we are generally only able to offer places to those within our pre-defined community area.

Our sixth form provision is accommodated entirely at our Green Lane site, an 800m five minute walk from our main Beeches site which accommodates years 7-11. We are immensely proud that we retain a high proportion of our Sixth Form students from Beacon Academy as well as recruiting students from other local and international schools.

Vision, culture, expectations and outcomes

Our vision is to provide the best possible education for all of our students and to be ambitious for excellence in all we do. Whether a member of staff, trustee (governor) or student, we all work relentlessly to inspire and believe in one another to achieve our ambitions and succeed in life.

At Beacon Academy there is an expectation that as staff and students, we will work hard, be ambitious, self-motivated, inquisitive, resilient and determined to succeed. Our students work incredibly hard, are polite, respectful, well behaved, well presented and ready to learn. They are expected to be caring, considerate and tolerant in lessons, social time and whilst travelling to and from school. These areas are reinforced and adopted positively by staff and students alike – there is a tangible sense of pride in being part of Beacon. Our students are meticulously supported by our experienced, loyal, highly skilled and highly effective team of staff. This includes a dedicated, non-teaching Student Support Team consisting of a Head of Year (teaching staff) and an Assistant Head of Year (non-teaching staff) for each year group who support them throughout their time at Beacon Academy.

The rigorous focus on all of our students as unique individuals is paramount. There is an unprecedented determination and commitment from everyone who works at Beacon that they will succeed. We work diligently on our unapologetically high expectations and standards, allowing us to foster exceptional relationships in an environment that is consistently calm, safe, happy and orderly. I have no doubt that the combination of this with our broad, balanced curriculum and outstanding teaching contributes significantly to our sustained improvements across the board. Our latest A-Level and GCSE results are testament to this and to the teamwork of our phenomenal students and staff.

Exam Success

We consistently achieve well above average outcomes for our students. Progress 8 is the Government's main performance measure and reflects the value that schools add to the progress of their students in respect of their final GCSE grades, compared to that of their peers of similar prior ability across the country. In 2022 our Progress 8 score was 0.63 and in 2019 it was 0.97. As a non-selective, non-denominational, non-fee-paying school, we are immensely proud and delighted to have received this confirmation, once again, of our high-ranking position. We are in an esteemed group of 6% of schools nationally who are now categorised as 'well above average' for two years in a row. There are approximately 25 schools nationally who have been above us for each of the last three years (0.7% of all schools). As ever, this is a reflection of our vision and our determination to consistently provide the best possible education for all of our students, and to become an exceptional school for our community, both locally and nationally.

We are incredibly proud of our Sixth Form students. In 2022, 100% of students who applied to University were successful in meeting the requirements for an offer, with 32% of those students leaving to attend a prestigious Russell Group University.

To apply

Once again, thank you for your interest in the post of Cleaning Operative. Further details are provided in this pack on how to apply for this role. Completed application forms should be emailed to the HR Department at hr@beacon-academy.org

If you wish to have an opportunity to discuss this post informally, please contact our HR department on 01892 603000, or email hr@beacon-academy.org.

Beacon Academy is committed to safeguarding and promoting the welfare of children and young people. Please come and visit us at any time and see for yourself. To arrange a visit please contact the HR Department.



Anna Robinson
Executive Headteacher



Beacon Academy Examination Results and Student Destinations 2019-2022*

Key Stage 5 - A-Levels only	2019			2022*		
	Beacon	National	E/Sussex	Beacon	National	E/Sussex
Average Grade	B-	C+	C+	B-	B	B-
Average Points	35.3	34.0	32.1	37.6	38.9	36.3
Progress Score	-0.08	Average	-0.02	-0.03	-	-
Achieving AAB or higher in at least 2 facilitating subjects	20%	17%	10%	18%	21%	12%
Grade and points for a student's best 3 A Levels	B- 38.1	C+ 34.0	C 30.0	B 40.3	B- 38.25	C+ 34.73
Students completing their main study programme	96%	91%	89%	-	-	-

Key Stage 5 - Applied General	2019			2022*		
	Beacon	National	E/Sussex	Beacon	National	E/Sussex
Average Grade	Merit	Merit+	Merit	Merit+	Dist-	Dist-
Average Points	25.5	28.9	26.6	29.9	32.0	31.0
Progress Score	-0.64	+0.01	-0.34	-	-	-
Students completing their main study programme	83%	87%	93%	-	-	-

Key Stage 5 - Tech Level	2019			2022*		
	Beacon	National	E/Sussex	Beacon	National	E/Sussex
Average Grade	Dist	Merit+	Merit+	Dist+	Dist-	Dist-
Average Points	34.6	28.6	29.1	41.6	30.6	30.3
Completion & attainment	-0.50	0.00	0.17	-	-	-
Students completing their main study programme	100%	88%	89%	-	-	-

Key Stage 4 - GCSE & Equivalents	2019			2022		
	Beacon	National	E/Sussex	Beacon	National	E/Sussex
Attainment of the year group on entry to secondary school (KS2 APS) [^]	28.3	28.6	28.3	103.4	103.5	102.6
9-7	29%	21%	-	31%	26%	-
English & Maths 4+ Standard Pass	79%	65%	64%	82%	69%	66%
English & Maths 5+ Strong Pass	65%	43%	42%	63%	50%	46%
English 4+ Standard pass	87%	70% ⁺	75%	90%	70% ⁺	76%
Maths 4+ Standard pass	83%	71%	70%	84%	65%	70%
English 5+ Strong pass	80%	52% ⁺	60%	77%	54% ⁺	62%
Maths 5+ Strong pass	67%	50%	48%	69%	47%	51%
Entering EBacc	41%	40%	37%	40%	39%	33%
Ebac APS	4.86	4.07	3.95	4.98	4.27	4.06
Attainment 8	54.00	46.69	45.33	55.01	48.8	46.5
Progress 8	+0.97	-0.03	-0.05	+0.63	-0.03	-0.11

Student Destinations	2019 (2017 Leavers)			2022 (2020 Leavers)		
	Beacon	National	E/Sussex	Beacon	National	E/Sussex
Students progressing to education or employment	85%	81%	76%	89%	79%	75%
Staying in education or entering employment	94%	94%	93%	96%	94%	94%

Please note 2019 results are not current. Schools are not permitted to publish their exam and assessment results from the 2019-2020 or 2020-2021 academic years as these have not been published as performance measures by the secretary of state. KS5 progress scores for 2022 have not been calculated or published as performance measures by the Secretary of State. Notes:

*Provisional results correct at time of publishing - Figures unavailable ⁺ English Language only
[^] Calculation of KS2 APS changed nationally in 2016 (for students who completed Y11 in 2021 onwards)

Job Description

JOB TITLE:	Cleaning Operative
PAY SCALE AND HOURS:	Single Status Pay Scale Grade 2 27.5 hours per week, term time only, 9am – 3pm
JOB PURPOSE:	To carry out an efficient service in all aspects of the job description
ACCOUNTABLE TO:	Site Supervisor

Main Duties and Responsibilities:

- Remove cleaning equipment known to be faulty to storage area and label.
- Ensure cleaning cupboards are kept tidy.
- Carry out daily cleaning of indoor areas as requested using appropriate tools and chemicals in adherence to health and safety.
- Move/transport furniture and equipment as required within guidelines of the Health and Safety at Work Act.
- Inform the Site Supervisor where repairs/maintenance are necessary, particularly in the areas of health and safety where self or others may be at risk.
- Contact, as directed, appropriate services in the event of emergencies: - fire, flood, damage or intruders.

General Support:

- Report student and Academy issues in line with the Academy's policies for health and safety, child protection, behaviour management etc;
- Attend meetings and training sessions as required;
- Be aware of and act in line with Academy policies and procedures as outlined in the Staff Handbook;
- To handle all confidential correspondence and matters with discretion at all times.

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

Person Specification

ESSENTIAL	DESIRABLE
<p>Knowledge</p> <ul style="list-style-type: none"> • Basic knowledge of good cleaning standards and hygiene 	<p>Knowledge</p> <ul style="list-style-type: none"> • An understanding of the main Health & Safety Regulations, including COSHH and risk assessment and how they apply in a working environment. • A sound knowledge of the building cleaning standards. • Basic knowledge and understanding of the COVID-19 cleaning guidance.
<p>Experience</p> <ul style="list-style-type: none"> • Experience of cleaning 	
<p>Skills and abilities</p> <ul style="list-style-type: none"> • Ability to identify work priorities and manage own workload, whilst ensuring that lower priority work is kept up to date. • Ability to act on own initiative, dealing with any unexpected problems that arise • Ability to demonstrate good inter-personal skills to communicate with a range of people • Ability to demonstrate commitment to Equal Opportunities • Ability to undertake a range of cleaning duties both indoors and outdoors. • Ability to work effectively and supportively as a member of the school team 	
<p>Personal Qualities</p> <ul style="list-style-type: none"> • Willingness to participate in further training and development opportunities offered by the county and school, to further knowledge • Willingness to maintain confidentiality on all school matters 	



Staff Testimonials

Beacon Academy is an amazing place to work because of the friendly and helpful staff, there is a strong culture of collaboration and support that allows everyone to develop their practice. The strong focus upon CPD provides everyone the opportunity to learn the latest cutting-edge developments in education and this is a major benefit for anyone wishing to further develop their practice. Our facilities and new technology allow us to provide engaging lessons to provide our learners with the perfect learning environment.

I would recommend Beacon Academy to anyone wanting to teach in a school that favours aspirational ethics and outstanding practice, because there are so many opportunities for ambitious staff who are keen to collaborate, develop and share best practice in order to progress in their career.

Senior Deputy Headteacher

I have thoroughly enjoyed coming to work at Beacon Academy. The commitment and dedication from the staff to ensure students are achieving, and going above in and out of lessons is amazing to see. As an NQT I received so much support from other members of staff and feel like I can ask anyone for help. The commitment and extra time given to the students is what makes Beacon such a good school to work in.

Teacher of Mathematics

Applications

Please note that applications will be considered as they are received and you are therefore advised to submit your application as early as possible, as some interviews may take place, and an appointment may be made, before the closing date is reached for this position.

If, like us, you are passionate about providing the best possible education for all students in a school with sustained improvement and a culture of high expectations and ambition, please ensure you:

1. Complete the statutory application form.
2. Provide a letter of application that is no longer than 2 sides of A4. It is recommended that your letter is structured according to the main headings of the person specification. Please include any achievement data that are applicable to the role you are applying for. If possible, this should be across 3 years; otherwise please provide your latest set of results.
3. Provide two references, one of whom must be the Headteacher from your current school or most recent significant employer.

Beacon Academy is committed to providing the best possible care and education to its students and to safeguarding and promoting the welfare of children and young people. The Academy is also committed to providing a supportive and flexible working environment to all its members of staff.

The Academy recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment. Please refer to our Recruitment, Selection and Disclosure Policy and Procedures which supports our statutory obligation to comply with Keeping Children Safe in Education 2023.

Further information can be found on our website.

Completed applications should be sent to:

Human Resources
Beacon Academy
North Beeches Road
Crowborough
East Sussex TN6 2AS
Telephone: 01892 603000
Email: hr@beacon-academy.org

