



WEST KIRBY
SCHOOL &
COLLEGE

Changing Children's Lives

Candidate Information Pack

For The Role Of:

**Painter &
Decorator**

Closing Date For Applications:
9am Friday 22nd October 2021





 **WEST KIRBY SCHOOL**
A DAY AND RESIDENTIAL SPECIALIST SCHOOL AND COLLEGE

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ABOUT OUR SCHOOL

Our dedicated staff are committed to 'Changing children's lives, building better futures'.

We achieve this through a consistent approach towards understanding the needs and motivations of children and young people ('CYP'); and through recognising and celebrating their efforts and achievements.

As a non-maintained special school, West Kirby School and College caters for CYP, aged 5-19 years, with a range of complex special educational needs and disabilities ('SEND'). We support pupils with social and communication difficulties; Autistic Spectrum Condition; ADHD; PDA; related learning and emotional, sensory and motor needs, across a range of cognitive abilities.

Our aim is for young people to leave West Kirby School and College with **academic accreditations**, together with developed **social**, **emotional** and **communication skills**. We achieve this through a structured, supportive learning environment with an individualised curriculum, based on relevant and meaningful learning, where CYP make aspirational progress from individual starting points.

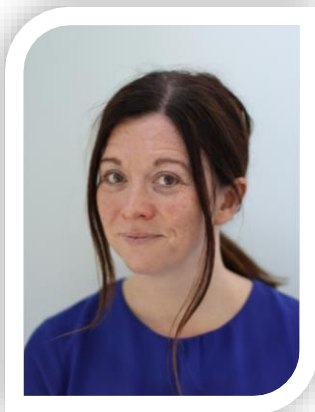
In tandem with this, we promote the development of **life skills**, **personal wellbeing** and **good mental health** through structured activities and adventures, both in and outside school. These enrich learning opportunities and give pupils an appreciation of the wider world, of community and charitable partnerships.



Our broad approach enables pupils to experience and develop **career pathways** which, we hope, will lead them towards a successful adult life. Due to its location to the North West of the Wirral peninsula, West Kirby is able to offer a wide range of opportunities for community relationships, sports, water recreation and natural history. Liverpool and Chester with their wealth of art, culture and history are within easy reach.

The school is close to the centre of West Kirby village and is 200m from the nearest beach and local marine lake.

WELCOME FROM OUR CEO & PRINCIPAL



Dear Candidate,

I am delighted that you are interested in joining West Kirby School & College as a **Painter & Decorator**.

I hope that this information pack gives you a flavour of this role and our wonderful school community.

Welcome to West Kirby School and College, a non-maintained special school initially founded over 100 years ago as a hospice for children. Since that time we have grown and developed into the successful school we are today. Times have changed, but we remain enthused by the opportunity to support, enable and develop children and young people towards realising their aspirations.

Ultimately, we want to support each of our pupils towards '**living their best life**'.

As a team, we are driven to inspire and motivate pupils, ensuring they are equipped with knowledge, skills and experiences which will help them achieve their goals and ultimately reach their full potential. We understand that each child and young person is different and has individual needs. Therefore we tailor teaching, learning and therapeutic interventions - making activities accessible so pupils can flourish and thrive.

Our **nurturing environment, culture of respect**, and **promotion of acceptance and diversity** is a backdrop which allows pupils to grow into young adults, who have an understanding of themselves and those around them.

Our **safe and accepting space** also allows pupils to express themselves so they feel part of our **community**. Coupled with this, we are dedicated to working within our community, using our expertise to offer support to local schools, colleges and parent groups in areas of Special Educational needs and Disabilities. We are currently developing a programme of free training and support which will be offered across the Local Authority.

As Principal of WKS, I would be delighted to welcome you to the school to see for yourself our inspirational environment and for you to meet our equally inspiring pupils.

With Warm Regards,

Sian

Miss Sian Thomas
CEO & Principal

EMPLOYEE BENEFITS

Looking after you and your health

All employees are enrolled (free of charge) into our **Healthcare Scheme** – provided by Benenden Healthcare. From day 1 of your employment, and through your Benenden membership, you can:

- ✓ Get access to and **talk to a GP 24/7** and a **24/7 mental health helpline**
- ✓ Get **care planning and social care advice**

... And after 6 months of employment and membership of Benenden, you can:

- ✓ Get access to **medical diagnostics** (when the wait on the NHS is over 3 weeks)
- ✓ Get support with **medical treatment and surgery** (when the wait on the NHS is over 3 weeks)
- ✓ Get access to **physiotherapy and mental health counselling support**

Looking after you and your family in the difficult times

All employees are enrolled (free of charge) into our **Group Life Assurance Scheme** – provided by Unum. After 6 months of employment, and through Unum, if you were to die unexpectedly your nominated beneficiary would receive up to **4 x your annual salary**.

Saving for the future

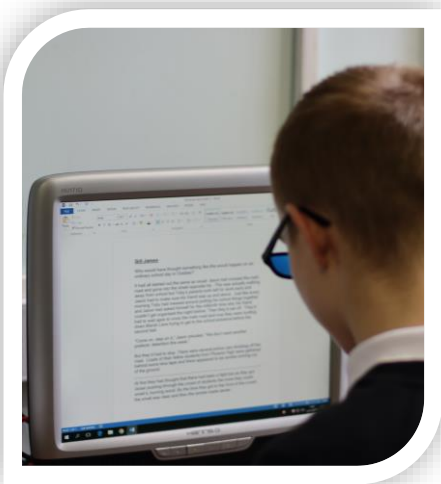
All non-teaching staff are eligible (and will be automatically enrolled) to join the School's **Private Pension Scheme**, after 3 months of employment.

The School will match your contributions (like for like) to your private pension up to **7%** of your annual salary.

Building your capability

From day 1 of your employment you will be supported with your **Continuous Professional Development**, with a focus on supporting you to build your personal levels of capability; helping you to become the **best version of you that you can be**.

ROLE OVERVIEW & APPLICATION PROCESS



West Kirby School & College is seeking to appoint a Painter & Decorator.

Closing Date For Applications: 9am Friday 22nd October 2021.

Salary: £23,793.12- £29,278.08 (pt 16 – pt 20) / Full time / Permanent (52 week contract).

Hours: 36 hours per week working Tuesday – Saturday

Tuesday: 1400-2230hrs

Wednesday: 1400-2230hrs

Thursday: 1400-2230hrs

Friday: 1400-2230hrs

Saturday: 0930-1630hrs

Role Overview:

We are seeking a painter and Decorator who will be responsible for mixing paints, matching colours, preparing surfaces, and applying paint to these surfaces. You May perform touch-ups or coordinate large painting projects when required. You will carry out all aspects of painting and decorating internally and externally including the safe use of ladders/scaffolding for working at height. All maintenance staff are expected to assist in other maintenance activities outside of their main area of expertise to ensure the premises are fit for purpose. All maintenance staff are expected to carry out method and risk assessments to ensure safe working in accordance with health & safety legislation.

Application Process:

Application forms and further information can be downloaded from the school website: www.wkrs.co.uk or contact recruitment@wkrs.co.uk. **The School does not accept CV's.**

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to rigorous recruitment checks and an enhanced DBS check.

All applications and data is processed in line with our Privacy Notice for prospective employees which can be found at https://www.wkrs.co.uk/web/privacy_notices/483403.

PERSON SPECIFICATION

Person Specification – Painter & Decorator

West Kirby Residential School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	Essential These are qualities without which the applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of Assessment
Qualifications	<ul style="list-style-type: none"> Appropriate qualifications are required for this post City and Guilds or NVQ3 		<ul style="list-style-type: none"> Production of the applicant's certificates
Experience	<ul style="list-style-type: none"> At least 3 years previous experience as a painter / decorator 	<ul style="list-style-type: none"> Experience of working in a school 	<ul style="list-style-type: none"> Contents of the Application Form. Interview Professional references
Skills	<ul style="list-style-type: none"> Physically fit and practically minded Excellent attention to detail. 	<ul style="list-style-type: none"> Innovative and adaptable to work situations and emergencies 	<ul style="list-style-type: none"> Contents of the Application Form Interview Professional references
Knowledge	<ul style="list-style-type: none"> <i>Knowledge of safety practices relating to this work</i> 	<ul style="list-style-type: none"> Knowledge of working with pupils with complex special educational needs 	<ul style="list-style-type: none"> Contents of the Application Form Interview Professional references

PERSON SPECIFICATION (Cont.)

Person Specification – Painter & Decorator

West Kirby Residential School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	Essential These are qualities without which the applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of Assessment
Personal Competencies & qualities	<ul style="list-style-type: none"> • Motivation to work with children and young people. • Ability to form and maintain appropriate relationships and personal boundaries with children and young people. • Emotional resilience in working with challenging behaviours. • Positive attitude to use of authority and maintaining discipline. • Sense of Humour • Patience • Willingness to work as a member of a team 	<ul style="list-style-type: none"> • Adaptable and flexible 	Contents of the Application Form Interview Professional Reference

JOB DESCRIPTION

Role Description– Painter & Decorator <div> West Kirby Residential School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. </div>	
Summary of The Role:	Responsible for mixing paints, matching colours, preparing surfaces, and applying paint to these surfaces. May perform touch-ups or coordinate large painting projects when required.
Responsibility to:	Head of Premises & Compliance
Main Duties:	<p>The post holder will carry out all aspects of painting and decorating internally and externally including the safe use of ladders/scaffolding for working at height. All maintenance staff are expected to assist in other maintenance activities outside of their main area of expertise to ensure the premises are fit for purpose. All maintenance staff are expected to carry out method and risk assessments to ensure safe working in accordance with health & safety legislation.</p> <p>General:</p> <ul style="list-style-type: none"> Promoting and safeguarding the welfare of children and young persons Ensure Health and Safety Policies and Procedures are promoted through good working practices within the department. <p>Main Duties:</p> <ul style="list-style-type: none"> Preparing painting surfaces by washing walls, repairing holes, or removing old paint Mixing, matching, and applying paints and other finishes to various surfaces Handling planning and prep work in an efficient manner Preparing the surrounding area by covering with cloth or plastic to prevent messes Moving furniture and equipment as necessary to reach the entire surface of the project Calculating the amount of materials and time required for said project Removing fixtures such as door knobs and light switch covers Taping off areas as needed Choosing and purchasing paint, brushes, and other supplies from vendors Quoting and negotiating job prices Cleaning up supplies and replacing fixtures when project is complete Identifying maintenance, repairs and new jobs and assisting in the planning of work with the Facilities You may also be required to undertake such other comparable duties as the Principal requires from time to time.





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Registered charity No.207790.

