



## LUDGROVE SCHOOL

### Job Description

#### School Gardener

**Reporting to:** Estates Manager

**Responsible to:** Estates Manager, Bursar, Headmaster

**Job Purpose:** The Gardener is responsible for the care, maintenance and continued development of the gardens and landscaped areas across the school site. Using sound horticultural practice, the role ensures outdoor spaces are safe, attractive and conducive to learning and play. The Gardener works as part of the Estates Team and contributes to the wider upkeep and presentation of the school grounds, particularly during quieter horticultural periods.

#### Main Responsibilities

Your primary tasks will be:

- Garden maintenance tasks such as; pruning, dead heading, trimming, shrub maintenance, planting, watering, weeding and mulching beds and borders in accordance with good horticultural practice.
- Maintain lawns, including mowing, edging, aerating, fertilising, and repairing turf.
- Carry out pesticide and herbicide applications where required, maintaining appropriate records in accordance with regulations.
- Safely operate, clean and maintain horticultural machinery and equipment including pedestrian and ride-on mowers, hedge cutters, brush cutters, blowers, tractors and modern battery-powered tools.
- Contribute towards the planning and designing of new areas, including estimating and purchasing of plants.
- Use and care of all hand tools.
- Assist with the planning and management of the annual plant and garden materials budget.
- Promote biodiversity through careful planting choices and habitat management.
- Assist with composting, recycling, and sustainable grounds practices.

Your secondary tasks will be supporting the wider Estates Team with seasonal grounds and outdoor maintenance tasks when required including:

- Supporting the school's eco-projects, outdoor classrooms, and gardening activities with boys where required.
- Upkeep of paths including snow clearing and salting, leaf clearing.
- Sweeping and tidying of paths and hard surfaces.
- Assisting with the upkeep and presentation of Ludgrove drive, hard standings and paved/tarmac areas and other landscaped areas throughout the year.
- Occasional help with special events, such as car parking, setting up outdoor areas for school events etc.
- Assisting with the upkeep and maintenance of the woodland, wildlife areas and outdoor learning spaces, including basic tree maintenance.
- Liaise with contractors as needed.
- Follow the school's safeguarding and health & safety policies at all times.

**These duties and responsibilities are intended as a guide only and are not an exhaustive list as all staff are expected to undertake any reasonable task or responsibility as required by the School.**

*Ludgrove is committed to building a truly inclusive school and cultivating a culture of equality, diversity and kindness. We believe that a diverse staff body reflects and supports the diversity of our students and wider society. We are an equal opportunity employer and in recruiting for our team, we welcome the unique contributions that you can bring.*

*We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. All offers of employment are subject to satisfactory pre employment checks including an Enhanced DBS check.*



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### Person Specification - School Gardener

Criteria	Essential	Desirable
<b>Qualifications</b>	Good general education; Possess a relevant horticultural qualification such as NVQ or National Diploma, with PA1/PA6 spraying certificates or willingness to obtain.	Health & Safety training; First Aid; COSHH training.
<b>Experience</b>	Proven experience of practical horticulture or gardening work.	Experience in a school setting.
<b>Skills &amp; Knowledge</b>	Good plant knowledge and understanding of correct horticultural practice; Good practical skills in garden maintenance; Enjoys working in an outdoor environment; Knowledge and understanding of Health & Safety rules and requirements; Actively contributing towards the safe use, storage and maintenance of vehicles, machinery and equipment; Experience using horticultural machinery and power tools safely.	
<b>Personal Attributes</b>	Reliable; Proactive; Professional; Able to organize & prioritise; Excellent communication skills; Works well alone and as part of a team; Handles all-weather work; Ability to work well under pressure to a high standard; Takes pride in maintaining high standards of presentation across the school grounds.	Willingness to contribute to wider school activities.
<b>Other Requirements</b>	Physically able to lift/carry; Full driving licence; Commitment to safeguarding; Flexibility for events.  All members of staff are expected to dress tidily and appropriately for the role in the compulsory uniform. In particular, safety shoes are required.	