



POCKLINGTON SCHOOL

Ages 0 to 18



Applicant Pack
Gardener
December 2025





School Information

Pocklington School was founded by John Dolman in 1514 as part of a guild whose aims encompassed support for the poor and sick or the parish as well as the foundation of a school “for bringing up the youth in virtue and learning”

The foundation was thus based on a commitment to the value of education and to the creation of opportunity for those who would take their place in a society which was finding itself increasingly in need of an expansion of education. Today there is, in the school, a similar commitment to quality of education and the upholding of high standards in all facets of life.

We value our Christian foundation: of course pupils and staff comprise individuals of different faiths and beliefs but there is a desire to aspire to Christian values.

The majority of students are day pupils but there are also boarding pupils across 2 boarding houses accommodating senior and junior boys and girls. The Senior School and the Prep School work closely together, with the facilities across the site available for all ages. The school is fortunate in having good playing fields and plenty of open space and gardens. There are excellent facilities, including a fine theatre, a sixth form centre, a superb library, an Art and Design Centre, a swimming pool and other sports facilities.

We have recently expanded our provision to include a brand new state of the art nursery accommodating babies up to 4 years.

Set in extensive grounds on the edge of Pocklington, 12 miles east of York, we offer a unique working environment based within a historic market town, but close to major cities and heritage coastlines. The East Riding of Yorkshire is a wonderful place to work and live, with one of the local villages, Bishop Wilton having recently featured at number 5 on the Sunday Times' best secret villages to live in list.

Staff are supported by approachable and knowledgeable colleagues. You will be encouraged to undertake development opportunities and will find a friendly and welcoming working environment. We offer a community and family feel, not just a workplace.

Strategic Education Vision 2020-2026



The Pocklington Values of Courage, Truth and Trust, along with the nine Virtues which underpin them, are embedded in every aspect of Pocklington School life to sustain, inspire and galvanise the whole School community

ETHOS AND VALUES

A Pocklington Education is:

Academically challenging, supportive and individually personalised

Holistic, broad and full of opportunity

Family and community focussed

Grounded in our Values and Virtues

One that embeds personal and social responsibility

Designed to ensure pupils are adaptable and future-world ready

Inclusive and caring with a Christian ethos that welcomes all faiths and none

AIMS

We aim to:

Uphold our Pocklington Values and Virtues in all that we do

Broaden our pupils' horizons and raise their ambitions

Work closely with families in educating their children

Nurture innovation and adaptability and be proud of our tradition

Be a great place to live and work

Ensure our Foundation's long-term future

STRATEGIC OBJECTIVES

Our strategic objectives are to:

Foster and deliver teaching and learning of the highest quality

Retain and develop our first-class teaching and support staff

Further improve our outstanding

- sport, music, drama and wider co-curricular program
- boarding, pastoral care and provision for wellbeing

Optimise our pupil recruitment

Cultivate a culture of giving back and increase accessibility to the school

Be sustainable and efficient

Inspire, support and celebrate equity, diversity and inclusion

Extend and deepen our links with our local, national and international community

Continue to grow a technologically capable community



Employee Benefits

The following are on offer as part of your employment with the Foundation. For further information on anything detailed here, please speak to the Human Resources Team.

Foundation Benefits:

Generous Pension Scheme – We offer competitive employer contribution rates for all staff

Death in Service Benefit – 3 times salary or last 12 months salary for casual workers

Discounted School Tuition Fees for permanent staff - with the option to spread payments over 12 months

Discounted Gym Membership - Francis Scaife Leisure Centre (Pocklington)

Employee Assistance Programme – offering a health, wellbeing and counselling service for staff and their families. Including unlimited access to 24/7 online GP as well as a range of other health & wellbeing experts. Available to you and your immediate family.

On-site Gym and Swimming Pool

Free Lunch in term time

Free Staff Room Refreshments – in term time

Enhanced Maternity and Adoption Pay - see the policies on the Extranet under Bursarial, HR & Payroll, Policies

Enhanced Sick Pay Arrangements – detailed within the Absence Policy, also to be found on the Extranet

Annualised Pay where possible – allowing for easy home budgeting

Winter car lights & tyre testing – organised by the Transport Team each January

Internet and e-mail access at work (subject to appropriate use in accordance with the school policies)

Free parking

Free library services – including holiday book loans

HMRC:

Cycle to Work scheme - This scheme is offered on a salary sacrifice basis, allowing staff benefit from reduced tax and NI payments.



Job Information

Role Title: Gardener

Overall Purpose: To maintain & develop all garden areas in the School to a high standard, ensuring a safe, attractive, and welcoming environment for pupils, staff and visitors. Supporting the wider estates team in delivering an efficient, professional service that enhances the appearance and functionality of the school's outdoor spaces, all year round

Responsible To: Head Gardener

Staff Responsible For: N/A

Salary: £12.33 per hour



Job Advert

GARDENER **37 hours per week, all year**

We are looking for a motivated and skilled **Gardener** to join our welcoming Estates Team and support the maintenance and development of our beautiful school grounds. Reporting to the Head Gardener, you will contribute to the day-to-day upkeep of all garden areas, ensuring the grounds remain safe, attractive and presented to the highest standard.

This role is ideal for someone who enjoys working outdoors, takes pride in delivering quality results, and values being part of a team that helps create a positive environment for pupils, staff and visitors.

We are seeking a team-player with previous gardening or grounds maintenance experience, ideally within a large-site setting. You should be confident in using and maintaining a range of gardening equipment safely and effectively, and have good working knowledge of plants, shrubs and landscaping practices.

If you are someone who takes genuine satisfaction in a job well done and would enjoy working as part of a supportive, close-knit team in stunning school grounds, we would be delighted to hear from you.

Hours of work: 37 hours per week, Monday to Friday, 8.00am–4.30pm.

Rate of pay: £12.33 per hour

For further information please call 01759 322666 or email recruitment@pocklingtonschool.com

Please apply via our website:

<https://mynewterm.com/school/Pocklington-School/118132>

Closing Date: 9am 15th December 2025

At Pocklington School we strive to inspire, support & celebrate equity, diversity & inclusion, indeed this is so fundamental that it is one of our core strategic objectives. As such we are committed to promoting equality and diversity within our workforce. As part of our recruitment process, we actively encourage applications from individuals of all backgrounds, experiences, and identities, including but not limited to race, ethnicity, gender, sexual orientation, disability and age. We recognise the value of diverse perspectives and believe that a diverse team enhances innovation, creativity and success. We strive to create an inclusive environment where all employees feel valued, respected and empowered to contribute their best.

Pocklington School Foundation is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced disclosure via the DBS.

Job Description

GARDENER

Reporting To:

The Head Gardener

Main Purpose:

To maintain & develop all garden areas in the School to a high standard, ensuring a safe, attractive, and welcoming environment for pupils, staff and visitors. Supporting the wider estates team in delivering an efficient, professional service that enhances the appearance and functionality of the school's outdoor spaces, all year round

Child Protection

The post holder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, and will adhere to and ensure compliance with the Foundation's Child Protection Policy Statement at all times.

If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the school's Designated Safeguarding Lead or to the Headmaster.

November 2025

POCKLINGTON SCHOOL FOUNDATION

Main Duties

Routine Gardening:

Following instruction received from the Head Gardener, the Estates Manager or from Senior Management.

- Preparing and maintaining all areas classed as Gardens, using such equipment as deemed necessary to the tasks i.e. mowing, strimming, edging, pruning, planting and weeding flower beds, leaf clearing, mulching
- Maintain lawns, hedges, borders, flowerbeds, trees, shrubbery in accordance with seasonal requirements.
- Carry out planting schemes and seasonal displays to enhance the school's aesthetic
- Manage pest control, plant feeding, irrigation and disease prevention in line with regulations
- Removal of garden rubbish and its disposal

Safety & Compliance:

- Operate machinery, tools and safety equipment safely, following training and relevant health & safety procedures
 - Carry out basic maintenance, cleaning and storage of all tools, machinery and equipment – report any defects or maintenance issues promptly to Estates Manager
 - Working as a team member
 - Ensure all work is carried out to comply with current maintenance department risk assessments
 - Ensure your work site is safe and secure and all tools stored carefully
- Perform such other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility

Preventative Maintenance:

Work with Head Gardener to highlight areas that can be improved through planting or clearing of areas.

The above main duties are not exhaustive and may vary without changing the character of the job or level of the responsibility.

Person Specification – Gardener

	Essential criteria	Desirable criteria
Experience	<ul style="list-style-type: none"> • Previous gardening experience ideally in a large grounds environment • Experience of working effectively in a team 	<ul style="list-style-type: none"> • Experience working in a school or similar environment. • Full UK driving licence
Skills and knowledge	<ul style="list-style-type: none"> • Good knowledge of plants, shrubs and landscaping • Able to use and maintain gardening equipment effectively and safely • Full UK driving licence 	<ul style="list-style-type: none"> • Relevant horticultural qualification (e.g., RHS Level 2 or equivalent). • PA1/PA6 spraying certificates.
Personal attributes	<ul style="list-style-type: none"> • Follows instructions promptly and accurately • Self-motivated and pro-active approach • Ability to work independently or as part of a team • Flexible attitude to duties and hours of work • Physically fit and able to work outdoors year-round in varying weather conditions 	

Child Protection: this post is subject to acceptable references and clearance from the Data Barring Service as part of the Foundation’s commitment to providing a safe environment for our pupils.

Recruitment Timetable

Closing Date: 9am 15th December 2025

Expected Interview Date: To be arranged

Expected Start Date: January 2026

Please apply online using the mynewterm applicant tracking system
<https://mynewterm.com>

This can be accessed through <https://www.pocklingtonschool.com/work-with-us> where you can find out more about working at the Pocklington School Foundation.

Please ensure you read the following policies in the “related documents” section

- application process and safer recruitment guidance
- recruitment of ex-offenders policy statement
- policy regarding disclosure information
- GDPR privacy notice relating to the Recruitment Process

These policies are also available to view on the key recruitment policies page of our website along with our safeguarding children policy
<https://www.pocklingtonschool.com/work-with-us>

We can also send these to you as a hard copy if requested.

For further information please contact Abby Popely, HR & Recruitment Advisor:
PopelyA@pocklingtonschool.com 01759 322666

Thank you for your interest in working with us and we look forward to receiving your application.

