

Estates Technician Grounds & Gardens Apprentice

Reporting to:

1. Head of Grounds and Gardens
2. Estates Manager

Prior Park Schools

Prior Park Schools is a family of Christian schools based in Bath and Gibraltar. Together, the Schools offer education for pupils aged between 3 and 18. Since the establishment of Prior Park College in 1830, the family has grown, with The Paragon School joining in 2006, and Prior Park School Gibraltar being opened by Prior Park Schools in 2016.

The Schools' Mission is to steward a thriving family of communities with love for the young people they serve at their heart. These vibrant communities cultivate creativity, foster integrity, and transform lives.

Across three sites, the Schools educate over 1100 young people of all faiths and none. The values underpinning the Mission and the Schools' educational offerings are Curiosity, Generosity, and Courage. The Schools believe that quality education changes lives and that outstanding schools are engines for positive social transformation.

Our Schools provide excellent teaching, equipping our young people to leave for a variety of exciting destinations. The success of what the Schools do in the classroom is intertwined with their co-curricular offerings. The young people undertake a wide variety of activities, which, in addition to being fun, challenge them to persevere to succeed. We work together imaginatively and courageously to hone the skills our young people need to forge their place in the world.

Prior Park Schools (PPS) have long been renowned for the quality of their pastoral care. Grounded in the love that sits at the centre of our Mission, our pastoral ethos allows young people to feel safe and secure to challenge themselves, to learn who they want to be, and to discover the difference they want to make.

Each of the Schools' Heads are supported by a Leadership Team, who together lead the day-to-day educational business of their respective schools. The Board of Trustees provides governance and support for the Heads and their schools via a number of Advisory Committees which include Local Boards for each of the schools, the Finance, Audit, Investment & Risk Committee (FAIR), an Education Committee and Safeguarding oversight.

The Executive management of the schools is devolved to the Prior Executive Board (PEB), the standing members of which are the Heads of each constituent school and Chief Operating Officer. The PEB drives the strategic development of PPS, ensuring that it is on track to deliver its vision and thereby remains a market leader in independent education.

Purpose of the Role

The Estates Technician grounds and Gardens Apprentice ETGGA is a key role, working as part of a team and reporting to the Head of Gardens and Grounds. The ETGGA will play an important part in the maintenance of the Prior Park College and Paragon grounds and gardens and in the day-to-day life of the schools. The post holder would be joining a team which includes qualified Gardeners and grounds personal. All staff need to be flexible in

their approach to their work, which will include training alongside our grounds and gardens team whilst training for an NVQ2 through our training provider. This is a manual job with variable amounts of manual handling, holding a clean driving license is essential.

Contacts

The ETGGA can expect to have a wide range of contacts with stakeholders within the organisation.

The Estates department

The Estates Department maintains the buildings, grounds and gardens at both Prior Park College and the Paragon school reporting to the Estates Manager. The team consists of general builders, plumbers, carpenter, electrician and apprentice. This team maintains the schools' general maintenance, ensuring compliance and carrying out small capital works. The grounds and gardens side consists of gardeners, grounds persons specialising in sports preparation and grounds presentation.

The Role

The ETGGA will report directly to and be line-managed by the Head of Grounds and Gardens. In their work the post holder will have day to day responsibility for their own work priorities and maintenance of high standards.

To help maintain the schools extensive gardens and grounds to a high standard and support the Head of Grounds and Gardens as required. Flexibility in this role is required. Prior Park is looking for someone seeking a career working outdoors in a rewarding environment. The successful applicant will be on an NVQ2 Horticulture Apprenticeship and will have the opportunity to learn about a wide range of garden and grounds tasks. The role will allow the person to be taught how to maintain and construct flower beds, embrace and work with nature and look after shrubs and lawns. We also have a wide range of sports facilities including football and cricket pitches which they will learn to help maintain.

The role is based predominantly at Prior Park college and travel to the Paragon school to work will also be essential

The main areas of responsibility are:

- Be willing to work outdoors in any weather conditions.
- Maintain the playing surfaces in a suitable condition for the particular sport in season at that time (including setting out and marking pitches)
- At the end of each season erecting and dismantling relevant goals etc
- Carry out seasonal gardening duties on and off campus, for example: weeding, watering, edging, hoeing, pruning, mulching, mowing, clearing areas/brushing and litter picking.
- To become conversant and skilled in the use of tools and machinery which are used in the maintenance and preparation of playing surfaces whilst upholding the College's Health & Safety regulations at all times.
- To learn to use appropriate spraying equipment (if qualified) and understand the safe working procedure associated with such work.
- Maintenance of hedges, ditches, verges, car parks and paths
- Care and maintenance of trees on site to include low level pruning, clearance and replanting

- Maintain the gardens as instructed including the flower beds, hanging baskets, tubs and pots, summer and winter bedding plants, wildlife area and mow and strim grass areas
- Any other reasonable duties as may be required from time to time

Line Management

The ETGGA has no direct line management responsibilities.

The tasks listed above are not exhaustive and other additional, reasonable duties falling within capabilities of the post holder may be required, depending on the needs of PPS.

JD reviewed June 2026

Professional Specification and Personal Attributes

The post holder will be required to either hold, or be willing to gain appropriate, First Aid qualifications.

	Essential	Desirable
Qualification	<ul style="list-style-type: none"> • Minimum of 5 GCSEs including English and Maths at Grade C or above or equivalent • Valid, full driving licence 	<ul style="list-style-type: none"> • First Aid qualification (or willingness to gain one)
Experience	<ul style="list-style-type: none"> • An ability to be a confident IT user with experience of Microsoft Word • Enthusiastic about the department • Happy to work outside in all weathers 	<ul style="list-style-type: none"> • Previous experience of working in a school or other educational establishment
Knowledge	<ul style="list-style-type: none"> • Awareness of the responsibilities of working in an environment with young people 	
Skills and competences	<ul style="list-style-type: none"> • Excellent level of interpersonal skills to enable liaison with the team and staff • Ability to prioritise and organise work commitments • A flexible attitude towards duties and working patterns to fulfil the requirements of the role 	

Child Protection

All staff employed by Prior Park Educational Trust must be committed to safeguarding and promoting the welfare of children and young people across our 3-18 Trust, both in and out of our Schools. All staff are expected to adhere to and always ensure compliance with the Trust's Child Protection Policy Statement. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Data Protection

In the course of employment at Prior Park Educational Trust, staff may have access to confidential information relating to pupils and their families and are required to exercise consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the interests of any school within the Trust. Information which may be included in the category covers both the general business of the school and information regarding specific individuals. A strict code of confidentiality must always be adhered to. The Trust's schools operate under the Data Protection Act 2018 and implements policies that meet General Data Protection Regulations (GDPR). Staff must not at any time use the personal data held by the school or disclose such data to a third person.

Special Working Conditions

Prior Park Schools operates a policy under which smoking, including e-cigarettes or vaping, is not permitted anywhere onsite.

Schools are physically demanding environments, and the ETGGA can expect to be involved in activities which may require physical exertion and when required, always observing health and safety regulations and practices.

We offer a supportive working environment, a competitive salary as well as free lunch each day the kitchen is operational. We also offer free parking onsite, a contributory pension scheme and complimentary use of onsite gym.