

# Vacancy

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Minibus Driver  
(Part time or Full time)



**Prior Park**  
College





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“ Prior Park College overlooks the UNESCO World Heritage City of Bath and is listed by the Oxford Royale Academy as one of the most beautiful boarding schools in the UK. ”



# Message from the Director of Operations and Finance

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Thank you for taking an interest in the role of Minibus Driver at Prior Park College. We are excited to see how the successful applicant for this role will bring forward their ideas and energy to support our Estates Department.

We hope that you find this brochure helpful and informative, but, should you require any further guidance, please do contact our HR team who will be happy to assist further.

We look forward to receiving your application.

Emma Sandberg, *Director of Operations and Finance, Prior Park Schools*

## Mission Statement:

*To steward a thriving family of communities with love for the young people they serve at their heart: communities which cultivate creativity, foster integrity, and transform lives.*

## Our Values:

Curiosity • Generosity • Courage



# The School

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With over 600 students, Prior Park College is led by Mr Ben Horan. It overlooks the historic city of Bath and is one of the largest independent co-educational, Catholic boarding and day schools in the UK. Whilst retaining full-time boarding at its heart, the College caters for day and weekly boarding students, offering stimulating opportunities for them to contribute to a vibrant and creative community. The College aims to inspire and challenge every one of its students to prepare them for the next stage of their lives.

Great schools, like Prior Park, help our students to explore who they are and find the adult they wish to be.

“ At Prior Park, our exceptional teaching , our staff who know every student personally, and our broad academic provision allow every learner to find their individual gifts, talents and passions, and make the very best of them. We encourage our students to embrace all the opportunities on offer - acting and singing in first class productions, competing for their team, producing impressive works of art and design, leading our charities work, participating in co-curricular clubs and activities, and taking a full role in House activities. ”

“ Prior is very much a community, where students look out for each other and after each other. ”

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# Prior Park Schools

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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.

The Executive management of the schools is devolved to the Prior Executive Board (PEB) which comprises the Heads of each constituent school, The Director of Operations & Finance, the Director of Development, and the Head of Compliance. 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.

More information about our schools can be found at [www.priorparkschools.com](http://www.priorparkschools.com)

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# The Position

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## *The Role*

Working as part of a team and reporting to the Transport Manager, through the Transport Lead Driver/Supervisor, the Minibus Driver will play a daily and important part in the safe driving, of children and staff with routine checks and maintenance where appropriately qualified, (training will be provided) in support of Prior Park Schools. The Minibus Driver is a key role providing a reliable minibus service for our pupils, transporting them to and from the School, following routes and timetables as instructed. You may also be required to take on additional driving duties from time to time to support termly airport transfers, additional school activities and events during the week with some weekends.



# The Person

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Will be personable, a good leader, have good time management, be calm under pressure and patient. Will hold, or be willing to gain appropriate, First Aid qualifications.

## **Qualifications**

Current holder of a valid clean driving licence with D1 entitlement and a least 2 years' driving experience due to insurance requirements.

## **Experience**

Experience of driving passenger vehicles is highly desirable, but not essential.

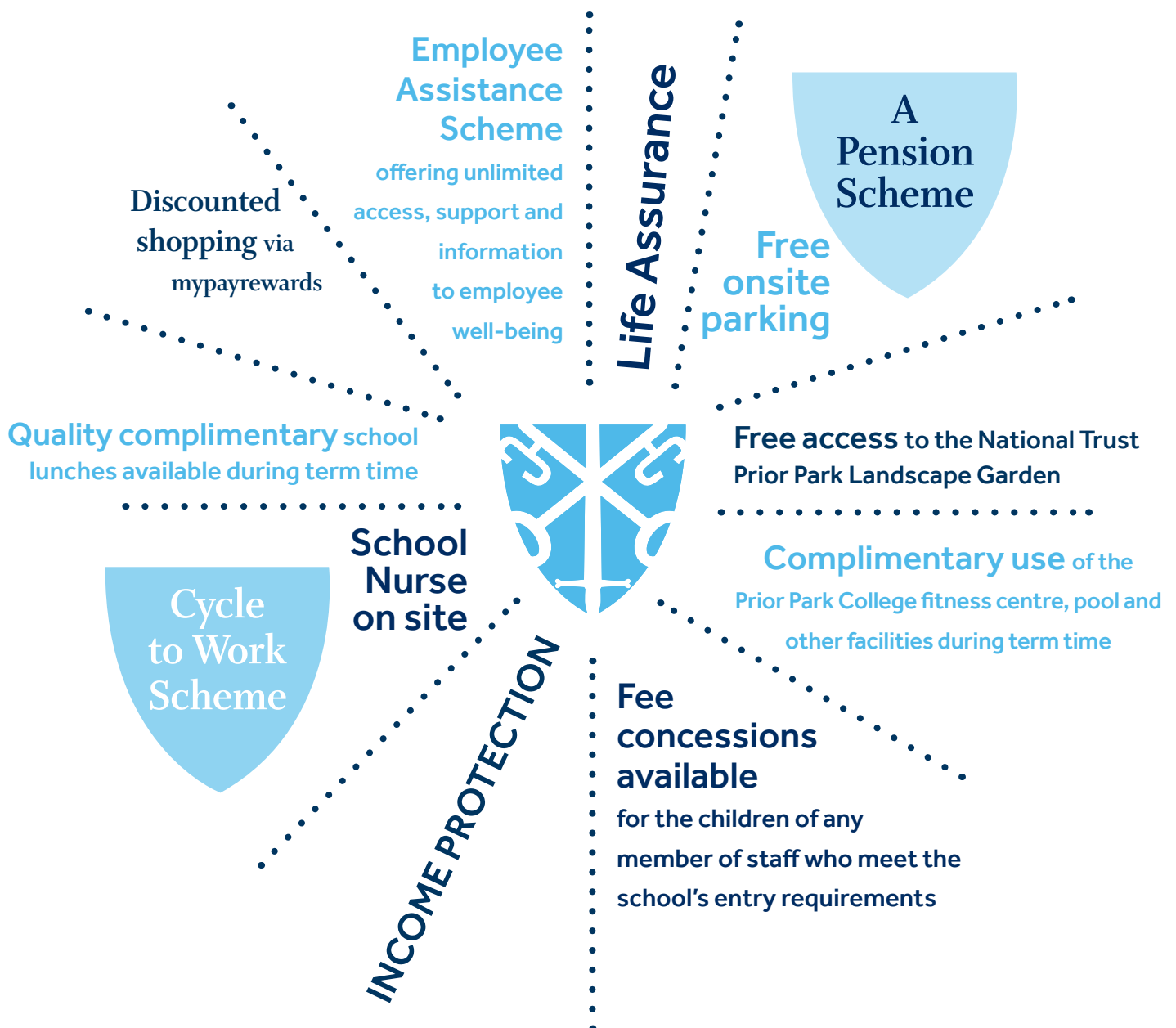
## **Knowledge**

A good understanding of local area and an understanding of maintaining roadworthiness for passenger carrying vehicles



# The Benefits - Why Prior Park College?

There is an extensive induction programme for all new colleagues and we encourage ongoing professional development through generous CPD provision at a school, department and individual level. Individual support and coaching for career progression, internally and externally, is provided by members of the Senior Management Team. Apart from working in an inspiring environment and making an important contribution to our School community, we also offer a range of personal benefits, these include:





# The Benefits - Why Bath?

Reasons why it's great to live and work in Bath

## Local Economy

Bath has many strengths to support economic growth; an enviable quality of life; a World Heritage city; two high quality Universities; a strong Further Education sector and a well-qualified workforce. Forecasts suggest continued confidence in the area with ongoing growth and investments for the next few years.

## Culture

For its size, Bath is a vibrant and cosmopolitan city with plenty of independent shops, restaurants and cultural attractions. Start your day with brunch in an artisan bakery, take a dip in Bath's natural thermal waters at the Spa and finish with a show at the Theatre Royal. It is also the only UK city to be designated a UNESCO World Heritage Site.

## Quality of life

Bath has been voted the UK's most family friendly City in which to live (moneysupermarket) and offers a lifestyle to rival any of the UK's big cities. It has an incredible range of leisure and cultural activities. Employment rates are above average and public services and transport links are excellent. Surrounded by beautiful Georgian architecture and stunning countryside, it has something for everyone, making Bath one of the most desirable places to live and work.



## Transport

With Bath city centre being fairly compact and largely pedestrianised, it's easy to walk around the city to visit its most popular attractions. However, it is also fully equipped with a series of bus services available along with the Bath Spa railway station located in the city centre, with plenty of trains that connect the city to the rest of the district and beyond. You can be in London in an hour and a half and Bristol in 15 minutes. But it is the little villages and towns surrounding Bath that make great day trips.

## Surrounded by nature

With an array of parks, Notably Victoria Park, Henrietta Park and Alexandra Park – the latter with its magnificent panoramic views of the city, and hills accompanying the famous Georgian landscape, Bath makes for a very attractive, green city.

## Sustainability

Bath practises and promote sustainable management, understanding the World Heritage Site's unique qualities and its world-wide significance.

# The Process

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To apply for this role, please complete our application form which can be downloaded from the school website <https://www.priorparkcollege.com/pps-vacancies>

Applications should be emailed to the HR Department: [recruitment@priorparkschools.com](mailto:recruitment@priorparkschools.com)

Interviews to be held on receipt of successful application form.

References of those invited to interview will be taken up

For an informal chat or to answer any questions relating to this position, please contact:

[recruitment@priorparkschools.com](mailto:recruitment@priorparkschools.com)

## Child Protection

Prior Park Schools is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the school is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

## 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 due consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the School's interest. 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 be adhered to at all times. The School is registered under the Data Protection Act 2018 and operates under 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.





# Prior Park College



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