St Giles
Church of England Primary School

Church Lane
Horsted Keynes
Haywards Heath
West Sussex
RH17 7AY

Executive Head: Mr J Savage
Head of School: Mrs A Coulson

Telephone: 01825 790240
E-mail: office@stgilesprimary.co.uk
Website: www.st-giles.w-sussex.sch.uk

School Cleaner – November 2026
Letter from the Leadership Team

Dear Applicant,

Thank you for your interest in the role of School Cleaner at St Giles CE Primary School. As a church school, our distinctively Christian values shape all that we do. We aim to provide a nurturing community that inspires everyone to learn and achieve with courage, compassion, and creativity.

St Giles is a fantastic small rural primary school in the village of Horsted Keynes, set on a spacious site behind St Giles Church. We are fortunate to have excellent facilities, including a large playground, wooded area, and field. Our children benefit from Forest School sessions and specialist teaching in music, PE, and French. We are proud to offer a broad and balanced curriculum, enriched by a wide range of sporting and extra-curricular activities. As an inclusive school, we have higher-than-average numbers of SEND pupils and work hard to 'bring out the best in every child'.

Your role as School Cleaner will be to work alongside existing staff to maintain a clean, safe, and welcoming environment that supports exciting learning experiences.

The post is for 15 hours per week, term time only (preferably afternoons; exact hours to be agreed). You will have received the job description and person specification relating to this position. We hope that along with our school website, the information is useful in helping you to make a decision about applying for this post. When applying, please complete the application form in full and include a supporting statement outlining your relevant experience and suitability for the role. CVs will not be accepted. You should also provide the names and contact details of two referees, clearly stating your relationship to each. If shortlisted, candidates should also be aware that online searches will be undertaken to further inform your suitability for the post.

We warmly encourage applicants to visit the school to gain a sense of our community. To arrange a visit, please contact our Office Administrator, Caroline Lewis-Irlam, on 01825 790240 or office@stgilesprimary.co.uk.

We look forward to hearing from you.

Yours sincerely,

Mr Jamie Savage
Executive Headteacher

Mrs Alison Coulson
Head of School

west sussex music MEMBER
MID SUSSEX ACTIVE
SCHOOL GAMES
Healthy Schools