Job Outline

POST TITLE: Cleaner

GRADE: Band B, SCP 2

CONTRACTUAL ARRANGEMENTS:

ACCOUNTABLE TO: Site Manager

PURPOSE OF THE JOB

To keep designated areas of the school in a clean and hygienic condition. The designated areas may include classrooms, corridors, offices, toilets and wash areas and may vary between term time and school holiday periods.

KEY ACCOUNTABILITIES

1. To clean, wash and sweep the designated areas as appropriate;
2. To empty litter and waste bins;
3. To polish and dust furniture, fittings and flooring;
4. To use powered equipment (e.g. vacuum cleaners, polishers) where appropriate;
5. To contribute to maintaining a safe and healthy environment for children and adults, adhering to all Health and Safety regulations and requirements.

Supporting the school

At an appropriate level, according to the job role, grade and training received, all employees in the school are expected to:

1. Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life.
2. Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop.
3. Take appropriate responsibility for safeguarding and children's welfare and to be aware of confidential issues linked to home/child/teacher/school and keep confidences appropriately.
4. Be aware of health and safety issues and act in accordance with the school's Health and Safety Policy

OTHER DUTIES

The postholder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or receives appropriate training to carry out these duties.

The postholder must:

- Ensure that trust policies and procedures are implemented and followed;
- Work as appropriate with the Trust Central Services team in matters relating to finance, HR, IT and Health and Safety