



GROWING TOGETHER

Cleaner

Recruitment Pack





BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Student's first
- It's about learning
- No barriers

Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



Thank you for considering a career with The Futures Trust.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.

Rachel Whittingham

Head Teacher



Camp Hill Primary School is a thriving school that is committed to Building Brighter Futures for all of its students.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

We look forward to hearing from you.



Job Details

JOB TITLE	CLEANER
OPPORTUNITY	<p>We are seeking to appoint an excellent Cleaner at Camp Hill Primary School.</p> <p>You will ensure a high level of cleanliness, hygiene and presentation is maintained throughout the school environment and that the needs of the school community are met, by working as part of a team to deliver an efficient, effective and professional cleaning service.</p> <p>You have a flexible approach to work.</p>
REPORTING TO	School Business Manager
LOCATION	Based at Camp Hill Primary School with a requirement to travel to work at or for schools in the Trust.
SALARY / HOURS	<p>£12.78 per hour /£6,521 per annum</p> <p>Mon - Thu 3.30 pm to 5.45 pm / Fri 3.30 pm - to 5.30 pm</p>
BENEFITS ENHANCING WORKING LIVES	<ul style="list-style-type: none"> - Competitive rates of pay - Professional development opportunities - Career pathways across the Trust - Teacher / Local Authority Pension Scheme - Online retail discount - Employee Assistance Programme - Family Friendly policies to support family & carer commitments - Flexible Working Arrangements <p>www.thefuturetrust.org.uk/why-work-for-the-futures-trust</p>



Job Description

Job Purpose:

To ensure that a high level of cleanliness, hygiene and presentation is maintained throughout the school environment and that the needs of the school community are met, by working as part of a team to deliver an efficient, effective and professional cleaning service.

Duties and responsibilities:

- Carry out cleaning duties to the standards required by the school, including but not limited to:
 - Dusting and cleaning of work surfaces
 - Maintenance of floor areas using the appropriate equipment and methods, including vacuuming, buffing and mopping
 - Emptying and disposal of waste
 - Cleaning of sanitary fixtures and fittings including toilets, hand basins and showers
 - Cleaning of windows
 - Replenishing consumables including paper towels, toilet rolls, soap etc
- Move furniture and equipment to assist in cleaning in accordance with safe manual handling practices
- Unlock and lock internal and external doors and windows as required, ensuring that the premises are left secure and keys are stored securely.
- Report any faults, defects or required repairs that are identified in relation to furnishings or premises to the Site Services Team, particularly where a risk to health and safety may arise.
- Help to ensure that tools and equipment are maintained in a clean, safe and serviceable working condition, requesting repair or replacement where required.
- Utilise cleaning consumables in accordance with training provided and help to ensure that adequate supplies are maintained.



Duties and responsibilities continued:

- Ensure that all tools, equipment and consumables are used and stored safely, securely and in compliance with Care of Substances Hazardous to Health (COSHH).
- Carry out all duties safely with due regard for the health and safety of others and yourself, ensuring that health and safety training, best practice and school protocols are adhered to at all times.
- Be courteous and professional in all interactions with learners, colleagues and other members of the school community including visitors.
- Where requested maintain records of work carried out.

Line management

- The job involves no direct responsibility for the supervision, direction or co-ordination of other employees. The work may involve demonstration of own duties, or providing advice and guidance to new employees or others.

Professional Development

- Maintain personal professional development to ensure that the knowledge and skills required to fulfill the role of Cleaner are up to date.
- Be a professional role model, and understand and promote the aims of the School and the values of the Trust.



Person Specification

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> A good level of written and spoken English, with basic numeracy skills 	<ul style="list-style-type: none"> Relevant qualification in relation to health and safety, Control of Substances Hazardous to Health (COSHH) etc 	Application Form Certificates
SKILLS AND ABILITIES	<ul style="list-style-type: none"> Physically able to undertake the role of cleaner including bending and stretching, lifting and carrying, pushing and pulling heavy items. (subject to any reasonable adjustments) Able to consistently clean to the required standards Able to maintain safe working practices at all times Able to work well both as part of a team and independently Good communication skills Good interpersonal skills, able to interact with learners, colleagues, visitors, parents etc in a professional and courteous manner Able to identify faults, defects or required repairs in relation to furnishings, premises or equipment and report Able to adapt and change to meet the needs of the school. 		Application Form Interview

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EXPERIENCE	<ul style="list-style-type: none"> • Cleaning • Basic problem solving 		Application Form Interview
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> • Working practices, equipment and materials in relation to cleaning • Health and Safety within a cleaning environment and COSHH • The importance of cleanliness and hygiene in the school environment • The role of systems, processes and procedures in ensuring efficient and effective service delivery • Customer care 		Application Form Interview Assessment
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • A professional role model who is committed to their own continuous professional development and to developing others • Committed to and able to promote the aims of the school and the values of the Trust: Learners First, It's about Learning, No Barriers • Able to work calmly under pressure and withstand stress • Able to work flexibly, and to attend meetings and INSET days as required 		Assessment Interview



How to apply

Closing date:
Wednesday 21 January

Interviews:
To be confirmed

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:
tel: 02477 102134

To apply for this post, please complete the online application form found at:
www.thefuturetrust.org.uk/work-with-us/current-vacancies

On application please read the following policies found at:
www.thefuturetrust.org.uk/work-with-us/recruitment-pack

- Camp Hill Primary Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.