Cleaner

Candidate Information Pack

Closing Date: 12.00pm, Friday 4th December 2026









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Welcome from the CEO

Dear Applicant,

I am immensely proud to be Chief Executive of Spark Education Trust. We are a Trust comprising 4 secondary and 11 primary schools located across the Tees Valley and we provide opportunities for children and young people to reach their full potential, whatever their starting point. We know that this is best achieved in encouraging environments where mutual and self-respect is promoted. We want to grow confident young people able to work independently and think creatively in a fast-changing world.

We have high expectations for everyone, aspiring to excellence in teaching and achieving impressive standards is all areas of school life. Success beyond the classroom in sport and the arts are features of life across our Trust.

For our staff we provide positive working environments, a commitment to the highest quality professional development, opportunities to collaborate to create excellence and encouragement to forge career success.

Trustees, governors and leaders collaborate closely to ensure excellence in all aspects of Spark Education Trust. Our core values are mutual respect, hearty collaboration and courageous ambition and these drive our work ensuring that Spark schools are wonderful places to work.



Louise Spellman

Welcome from the Head of School

Dear Applicant,

Thank you for considering applying for the position at Conyers School and Sixth Form College. We are so very proud of our school and we are thrilled that you have taken an interest in being part of the team.

Conyers is a thriving and fully inclusive 11-18 comprehensive school, home to over 1300 students. We are proud of our strong, destination-driven curriculum, which enriches learning within and beyond the classroom. Our mission is simple: to provide every student with the opportunity to realise their potential, both professionally and personally, so they can secure meaningful destinations and positively contribute to the world they live in.

At Conyers, we aim for academic excellence through outstanding teaching and high expectations for all students. We celebrate achievement not only in examination results but also in the arts, sports, music, and drama, which play essential roles in our curriculum.

Our curriculum is founded on high expectations, strong values, and positivity, all underpinned by our principles: Ready, Respect, Safe. With a focus on perseverance, we help students build the resilience needed to navigate life challenges.

Our goal is to prepare students for an ever-evolving world. We aim to equip them to contribute as well-rounded, digitally resilient individuals. By fostering curiosity and reflection, we cultivate lifelong learners immersed in a rich, broad curriculum that expands their horizons and builds independence, determination, creativity, and confidence.

Our motto, 'through perseverance,' is at the heart of our community. It represents our commitment to kindness, mutual support, and environmental care. This ethos defines the Conyers culture we embrace every day.

We are excited to welcome an inspirational and passionate individual to join our dedicated staff, supporting exceptional outcomes and preparing students for life beyond school.

If our vision resonates with you, and you would like to join a truly exceptional team, we would be delighted to receive your application.

Thank you.

Chris Coleman
Head of School

Cleaner

Job Title: Cleaner
Location: Conyers School and Sixth Form (Yarm)
Start Date: As soon as possible
Actual Salary: £12,267 to £12,546 (Grade C, SCP 3)
Hours of Work: 20 hours per week, term time plus 10 days (split shift of 6.00am to 8.00am and 3.20pm to 5.20pm Monday to Friday)
Contract Type: Permanent
Closing Date: 12.00pm, Friday 4th December 2026
Interviews: w/c Monday 7th December 2026

About the Role
Join an exceptional team at Conyers – a thriving, positive school where your work makes a real difference to our young people and the wider community. At Conyers, we focus on recognising effort, rewarding success, and nurturing perseverance.

We seek a **dedicated and committed and passionate person** to join our successful cleaning team.

We are looking for looking for a reliable and motivated cleaner to join our team at Conyers School. This role is ideal for someone who takes pride in their work, enjoys maintaining a clean and welcoming environment, and is committed to helping create a safe and pleasant space for students and staff.

If you are looking for an exciting opportunity to join an exciting team in a truly innovative school, we encourage you to apply.

As outlined in the job description and person specification, the successful candidates will:
- Toilet and washroom cleaning
- Vacuuming and floor care
- Dusting and polishing
- General cleaning tasks
- Waste management
- Health and safety
- Additional support

Full training will be provided.

Why Work With Us?

We value our staff and offer:
- Excellent facilities
- A collaborative and supportive team ethos across the school
- A strong focus on staff wellbeing, with events and activities throughout the year
- Free annual flu vaccination voucher
- To be part of a pension fund

Come and be part of something special. At Conyers, we develop independent, determined students who are confident, creative, and empathetic. Together, we make a positive difference.

About Us
We are Spark Education Trust which currently consists of 11 Primary Schools and 4 Secondary Schools. The Spark Education Trust can offer you a professional challenge and a rewarding opportunity, working with collaborative schools that are passionate about the progress and development of every student.

What we have:

- A positive and caring ethos and working atmosphere
- Friendly children, eager to learn and achieve
- An aspirational curriculum for all students
- A committed, enthusiastic and supportive staff team
- Excellent support from the Governing Body, the staff and parents/carers
- Opportunities for career development

For further details on us as an organisation, please click here.

For further information on the school, please click here.

How to Apply

Please make sure that the application form is completed and returned via email to sharvey@conyers.org.uk, addressed to Mr C Coleman, Head of School.

Please note that feedback will only be given to shortlisted candidates, if you do not receive an invite to interview within 30 days of the advert's closing date assume that you have been unsuccessful in your application for this post.

Safeguarding Notice

The Spark Education Trust is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced DBS check. The post you are applying for is exempt from the rehabilitation of offender's act 1974. We will also carry out an online search on shortlisted candidates to help identify any incidents or issues that are publicly available online.

Conyers School and Sixth Form College is committed to safeguarding, for further information on the school's Safeguarding and Child Protection Policy please click here.

Job Description

POST TITLE: Cleaner

GRADE: C (SCP 3)

REPORTS TO: Cleaning Supervisor

MAIN PURPOSE: Under the direct instruction of the Cleaning Supervisor and working to set procedures and guidelines, to ensure that designated areas of the school are kept clean, hygienic and safe to create a suitable environment for staff and pupils.

TASKS:

RESPONSIBILITIES:

- Wiping down surfaces to the required standards
- Vacuuming carpeted areas to the required standards
- Dusting surfaces to the required standards
- Sweeping hard surfaces to the required standards
- Emptying bins to the required standards
- Cleaning toilets, basins and sinks to the required standards
- Mop and bucket floor areas, and buff floors
- Use of step ladders to clean up to a height of 11 feet

MATERIALS/SUPPLIES:

- Notify supervisor where stocks are low
- Ensure correct materials are used, awareness of COSHH as it applies to schools

HEALTH & SAFETY:

- Follow agreed risk assessment when moving furniture etc to clean
- Ensuring cleaning materials are safely stored, and are not accessible to children
- Ensuring that cleaning materials are kept in safe and appropriate containers (i.e., clearly labelled)
- Alerting appropriate staff of potential Health & Safety risks encountered during duties (e.g., trailing wires, worn carpet etc.)

OTHER:

- Participate in training and other learning activities as required
- Show a duty of care and take appropriate action to always comply with Health & Safety requirements
- Demonstrate and promote commitment to Equal Opportunities and to the elimination of behaviour and practices that could be discriminatory

SAFEGUARDING - PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE:

- To demonstrate a commitment to safeguarding and promoting the welfare of children and young people, staff and volunteers.
- To demonstrate a thorough understanding of safeguarding and safer recruitment policies and procedures, and their application within an educational setting/environment.

The post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Person Specification

POST TITLE: Cleaner

GRADE: C (SCP 3)

	Essential	Desirable
QUALIFICATIONS/ TRAINING:	• Basic skills/induction • Willingness to participate in training and development opportunities	• COSHH training • Health & Safety training • The Support Work in Schools VQ (SWIS) • NVQ Level 1 in Cleaning
EXPERIENCE:	• Experience of working as part of a team	• Previous cleaning experience
SKILLS/ KNOWLEDGE:	• Ability to work as a team member • Ability to work to deadlines	• Ability to use heavy cleaning equipment, e.g., buffer
PERSONAL ATTRIBUTES:	• Pleasant and friendly manner • Polite and punctual • Reliable • Commitment to achieving high standards of cleanliness and hygiene • A commitment to working as part of the whole school team and supporting the vision and aims of the school	

How to Apply

Application forms and further details are available on the Trust's website –

www.sparkeducationtrust.org.uk

Please make sure that the application form is completed and returned via email to sharvey@conyers.org.uk, addressed to Mr C Coleman, Head of School.

Applications submitted on anything other than the official application form and applications from agencies will not be accepted.

Confidential References

Two referees should be nominated, including one from your current/most recent employer – Those from an education setting must provide the Headteacher as one of their references or to be signed and checked by the Headteacher.

Job Description

Details the main responsibilities for this post and the personal and professional qualities required.

Person Specification

Sets out the criteria to be used for the shortlisting process.

Closing date: 12.00pm, Friday 4th December 2026

Interviews to be held: w/c Monday 7th December 2026

Employee Benefits

Wellbeing

Free and confidential support.

Up to six sessions of structured counselling, if recommended.

Pensions

All eligible staff automatically join either The Teachers Pension Scheme or the Local Government Pension Scheme upon the start of their employment.

As members of these schemes, employees have access to the full range of membership benefits including a Death in Service payment is included in the Teacher Pension Plan and Local Government Pension Scheme.

Cycle to work

We also provide a cycle to work scheme, which is a recognised Inland Revenue salary sacrifice scheme through www.greencommuteinitiative.uk which enables staff to access a new bike and bike equipment.

Work Life Balance

We provide a generous Annual Leave entitlement for Support Staff of 27 days leave, rising to 32 days leave following 5 years' service, in addition to statutory bank holidays.

As we are supportive of flexible working, we have many staff working on individual working arrangements and we offer many roles working term time only contracts, to assist with individuals work life balance.

Professional Development

As we believe in supporting and developing our staff, we offer extensive career development opportunities and actively seek to develop and promote staff where possible.

Spark Education Trust is a company limited by guarantee registered in England. Company Number: 10249712. VAT Number: 476496535.
Registered Office: Whinstone Primary School, Lowfields Avenue, Ingleby Barwick, TS17 0RJ