



# Cleaner

Part-time, permanent, term-time only plus 2 weeks (41 weeks)  
Various shifts available; 6.30am or 3pm start, 2.5-3 hours per day  
Starting from £12.61 per hour

**Closing Date: Sunday 17 August 2025**

**Required ASAP at the Brittain Lane Campus**

Evergreen School is a special school with two purpose-built campuses in Warwick. We have over 280 wonderful children and young people enrolled who are 4 to 19 years old. This is an exciting time to join our school as we continue to expand, with a new curriculum and fantastic facilities including a swimming pool, hydrotherapy pool, sensory studios, Café and soft-play rooms.

We are looking to expand our in-house cleaning team at the Brittain Lane Campus. You will be part of a dedicated and friendly Estates Team to ensure the school buildings are clean and fit for purpose.

You may have cleaning experience already, or you may be looking for a new challenge. You must be committed to cleaning at a high standard and willing to undertake necessary training.

## We will offer the successful candidate:



If you feel that you have the personal qualities, experience, commitment and resilience to achieve our visions and aims, please **complete the online application form**. Please ensure that you refer to the criteria in the person specification when you complete your application.

<https://www.evergreenschool.co.uk/about-us/vacancies/>

If you would prefer a hard copy application form, please email [recruitment7028@welearn365.com](mailto:recruitment7028@welearn365.com) or call the school office on **01926 290444**. Please note, CV's are not accepted.

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS disclosure (with child's barred list check). References and online checks will be completed at shortlisting stage.**

# Job Description

## Role Profile

Job Title:	<b>Cleaner</b>		
Salary Grade:	<b>Scale A</b>	JEID	<b>A0006</b>
School:	<b>Evergreen School</b>		
Primary Location:	<b>Evergreen School</b>		
Responsible to:	<b>Estates Manager/School Business Manager</b>		
Responsible for:	<b>N/A</b>		
Purpose of Role	<p>To clean specified areas within the school in accordance with the school's/authority's standards. Work is undertaken under the guidance of the estates team.</p> <p><b>Responsibility for others:</b> The post has some impact on the well-being of individuals or groups (i.e. physical, mental, social, health and safety).</p> <p><b>Responsibility for staff:</b> The post has no (or limited) direct responsibility for supervising other staff though may be expected to demonstrate tasks or advise/guide new employees, work experience or trainees.</p> <p><b>Responsibility for budget:</b> The post has no (or limited) direct responsibility for financial resources other than occasional handling small amounts of cash, processing cheques, invoices etc.</p> <p><b>Responsibility for physical resources:</b> The post has some direct responsibility for physical resources, involving cleaning of buildings</p>		
Responsibilities	<p><b>A duty to comply with the school's Code of Conduct, Child Protection and Safeguarding policies and practices</b></p> <p>Clean toilets, bowls, sinks and basins  Wipe down desks and chairs  Vacuum and tidy classrooms  Wash worktops/tables  Wash/mop/sweep floors and wash wet areas  Clean inside glazing  Dust and polish  Use buffer  Strip and reseal floors (occasionally)  Undertake routine maintenance of equipment (e.g. vacuum bags)  Empty bins and dispose of rubbish  Ensure safe and effective use and storage of all equipment  Be aware of Health and Safety at Work regulations and COSHH guidelines</p> <p>Draw to estates team attention any problems / issues which may affect the safety or security of the school or its users.</p>		

## Other Professional Requirements

- Undertake training as considered appropriate to the needs of the post

- Undergo staff appraisal scheme interviews as part of continuing professional development.
- Any other reasonable duties at the discretion of the Headteacher / Deputy Headteacher

## Person Specification

**The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job.** Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

### Essential Criteria

Assessed By;

No formal qualifications required, though literacy and numeracy skills required to be able to read instructions and work out simple measurements.	<b>A,I</b>
No previous experience necessary.	<b>A,I</b>
Able to operate equipment and use materials.	<b>A,I</b>
Understands and can work to procedures, follow straightforward instructions and read labels.	<b>A,I</b>
Can understand and operate within regulations.	<b>A,I</b>
Can identify straightforward solutions to simple problems, e.g. improving working methods, rearranging cleaning schedules.	<b>A,I</b>
Can exchange straightforward information with colleagues and users.	<b>A,I</b>

## About our School

Evergreen School is an all-through community special school across 2 separate campuses in Warwick. We have over 280 children and young people on roll ranging in age from 4 to 19 years old. Although our campuses aren't strictly split by age, our Deansway Campus provides for predominantly primary-aged children and our Brittain Lane Campus provides for secondary-aged children and young people.

We think that Evergreen School is a wonderful and exciting place to be and we know that we have the most incredible children. All of us here are learning all of the time. If you have the very highest standards and expectations for yourself and everyone around you, a passion for learning and developing and believe that working with children and young people is the greatest privilege anyone can ever have, then we think you will love it too.

*"My leadership philosophy centres around growth mindset, where each individual is encouraged and empowered to grow and develop. I want our children and young people to be excited, and most importantly happy turning up to school each day. Our children and young people deserve to have wonderful experiences of the world around them, learn new skills that are being delivered in an innovative way, thrive and be prepared to live in and contribute to their local community, grow as individuals, follow their interests and be the heartbeat of their curriculum. This individualised and tailored approach is the essence of specialist provision." (Nick, Executive Head Teacher)*

Class groups all have a teacher, senior teaching assistant and additional support staff and we have school nurses, and pastoral team that work across the campuses. A multi-disciplinary team including speech and language therapists, physiotherapists, occupational therapists and a wide range of other professionals support the work of the teaching team.

Our pupils benefit from a broad range of educational resources and learning spaces. At our Deansway Campus, we have a swimming pool which is equipped with a sensory multi-media system, brand new outdoor play area, a soft play room, cookery rooms and sensory room. We also have a fantastic forest school site, and eco project which is a shared provision with the Woodloes Primary School next door. Our secondary campus also has a hydrotherapy pool, gym, music bus, two fantastic forest school spaces, sensory garden and Community Book Café open to the public.

The school has a range of facilities which enable outside professionals to liaise and meet with parents and staff. A variety of clinics are held at the school regularly. We are very well served by computer-driven technology, with large plasma screens and iPads in every classroom. There is high speed broadband internet and Wi-Fi access throughout the school.

We are committed to parental involvement and strive to maintain strong links with families and carers. A home-school communication system is in place via ClassDojo as well as a texting service. The school holds termly parents' evenings, regular workshop sessions and in class learning opportunities alongside the class teams. We have a very active and supportive 'Friends' of the school group (PTA).

**We are committed to Safeguarding and promoting the welfare of those we serve, as well as complying with best practice in the application of safeguarding. Therefore, as this role requires working with children, an enhanced DBS Disclosure will be required as part of the pre-employment checking process, and re-checking will be required when determined by the relevant policy. We will request references at the shortlisting stage. One reference must be from your current employer.**

***We live and breathe our vision of:  
"putting our children, young people and families at the heart of everything we do."***