



Job Description

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Role Title	Typically reports to	
Cleaner in Charge	Headteacher or designated member of staff	
JE Code	Grade	Date of profile
A2493	3	04/02/2025
Purpose of the role (job statement)		
To ensure an effective level of service delivery is achieved, by way of on-site supervision of a team of cleaning staff, and effective liaison with client/customer.		
Main Duties: -		
<ul style="list-style-type: none"> • be a keyholder with responsibility for opening the premises in the morning, undertaking security checks and locking the premises at the end of the school day. • routine and periodic cleaning tasks. • first line supervision of cleaning staff. • liaison with client & building users. • training of staff in recognised cleaning operations. • monitoring the control and use of resources. • monitoring of standard of cleanliness. • maintaining the necessary conditions for an effective & safe working environment. • encouraging a close working relationship with cleaning staff and promoting team working ethos. • effective liaison with clients/customers/employees. • required level of cleanliness and service delivery. 		
Responsibilities: -		
<ul style="list-style-type: none"> • be aware of, and comply with, policies and procedures relating to child protection, health, safety, and security, • confidentiality and data protection, reporting all concerns to an appropriate person. • be aware of and support difference and ensure equal opportunities for all. • contribute to the overall ethos/work/aims of the school. • appreciate and support the role of other professionals. • attend and participate in relevant meetings, as required. • participate in training and other learning activities and • performance development, as required. 		