**JOB DESCRIPTION**

|  |  |  |
| --- | --- | --- |
| Job Title: | **Cleaner** | Salary: **Grade 1 (pro rata to hours/weeks worked)** |
| Location: | **Meadow Park School** | Hours of work: **As agreed** |

**Job Purpose**

To undertake, as part of a team under the direction of more senior operatives, the cleaning of designated areas within school, to ensure they are kept in a clean and hygienic condition.

**Duties and Responsibilities**

**Cleaning**

* Cleaning, washing, mopping, sweeping, buffing, vacuum cleaning of all designated areas.
* Emptying rubbish bins.
* Polishing and dusting of the designated areas, (may include toilets and shower areas).
* Cleaning windows, fixtures and fittings, using where appropriate powered equipment and cleaning materials according to the agreed procedures.
* Moving furniture and equipment to assist cleaning.
* Open and lock doors as required, collecting and returning keys to Site Manager or other supervisor.
* Undertake work to the standard required by the Catering and Cleaning Manager.
* Reporting repairs/defects to line manager and/or Site Services team
* Awareness of hygiene regulations and Health and Safety matters and working in compliance to those.
* Attend training courses.

Any other duties and responsibilities within the range of the salary grade.

All duties and responsibilities must be carried out with due regard to the school's Health and Safety Policy.

Post holders will be accountable for carrying out all duties and responsibilities with due regard to the school's Equal Opportunities Policy.

Meadow Park School is committed to safeguarding and promoting the welfare of children and young people and expects our staff and volunteers to share this commitment.