



JOB DESCRIPTION

Job Title: School Cleaner
Grade: TPLT 1
Last evaluated: January 2020

Main purpose of the role

Working under the general direction of the Cleaner in Charge / Cleaning Supervisor, provide cleaning and routine maintenance services necessary to meet the defined standards and qualities essential for a hygienic, healthy and safe school environment.

To act as an integral part of the school staff team, and as such to make a contribution to the overall aims of the school, working within agreed policies and procedures.

Main Duties and Responsibilities:

Work with the Cleaner in Charge and Cleaning Supervisors on a one to one basis, in such a way as to ensure that there is an understanding and clarity of the post holder's specific areas of responsibility and accountability.

Carry out cleaning and maintenance tasks as set out in the school's work schedules to the standards determined by the line manager and co- operate with any reasonable request for changes to daily work routines, to assist the smooth cleaning operations at the school.

Use all cleaning materials and equipment in a safe and proper manner, following all guidelines and specifications carefully, reporting any breakdowns in equipment promptly.

Responsible for reporting to the Cleaner in Charge or Cleaning Supervisors any situation which potentially poses a danger to any pupil or member of staff in the school.

Safeguarding Responsibilities

This role works directly with students and is therefore classed as regulated activity. Details of our Child Protection & Safeguarding Policy can be found on Access.

Be committed to safeguarding and promoting the welfare of children and young people.

Work Demands

Able to be flexible to deal with changing priorities and unforeseen circumstances.

Ensure that strict confidentiality is maintained at all times.

Physical Demands

In addition to cleaning and routine maintenance duties, some lifting is required for the movement of equipment and furniture.

Working Conditions

Role is school based, to include but not limited to, Classrooms/ Workshops/Laboratories.

Protective clothing will be provided and must be worn at all times whilst working with materials, equipment or apparatus.

Expectations of Jobholder

Be aware of and comply with Trust policies as well as individual academy policies and procedures.

Ensure effective quality control and continuous improvement in all aspects of the work and responsibilities attached to this post.

Demonstrate professionalism towards sensitive and confidential information.

Commit to professional self-development, through participation in training, to include any necessary health and training and annual safeguarding training.

Undertake such other duties as are commensurate with the grade of the post.

This job description only contains the main duties relating to this post and does not describe in detail the tasks required to carry them out. This job description may be amended at any time following discussion between the line manager and member of staff and may be reviewed annually.

Support the Trust's sustainability ambitions to reduce our carbon footprint and to act as responsible global citizens by reducing energy consumption and waste production at our schools.

Supervision received

The post holder will receive direct supervision from the Cleaner in Charge and/or Cleaning Supervisors.

Supervisory responsibility

The post holder does not have supervisory responsibilities.

Skills/Qualifications

Please refer to the Person Specification for full details. Please note all original qualification certificates will need to be presented on the day of interview for verification and production of these certificates forms part of the conditional offer checks.