



Cleaning Assistant
March 2025





Welcome to Stepney Primary School

At Stepney Primary we aim to be an outstanding, learning-centred school which is always looking forward: breaking down the barriers, widening the horizons! We see ourselves as a community of children and adults in which everyone contributes, everyone enjoys and learns and where everyone is valued.

A Small School with Great Expectations!



Stepney Primary School, Beverley Road, HULL, England HU5 1JJ
Telephone: **01482 343690** Email: admin.stepney@thrivetrust.uk

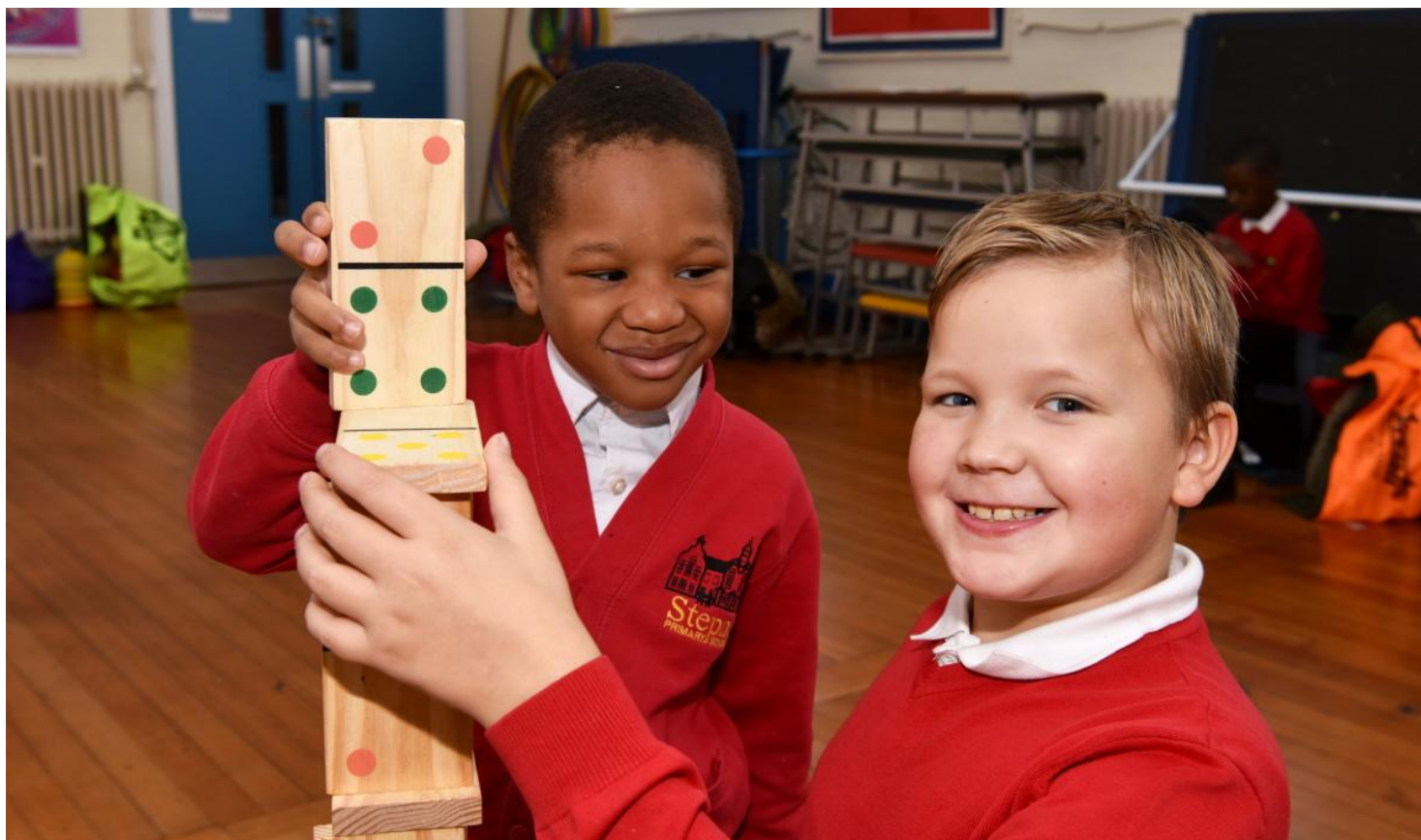


Results - Stepney Primary School

KS2	% at age related expectation - School	% at age related expectation - National
Reading	51.9	73
Writing	59.3	71
Maths	55.2	73
RWM	44.4	59

KS1	% at age related expectation - School	% at age related expectation - National
Reading	46.7	68.3
Writing	40	60.1
Maths	56.7	70.4

EYFS	% good level of development
School	53.3
National	68





**Welcome from
Thrive Co-operative
Learning Trust Chief
Executive Officer
(CEO), Jonathan
Roe**

On behalf of Thrive Co-operative Learning Trust, I would like to thank you for your interest in working with us.

Our mission is to *inspire pupils to thrive in life*. We work cooperatively as a multi-academy trust to enable each pupil, school, and community to reach their fullest potential, and to aspire living our co-operative values.

We hope that you would like to join us in this mission.




Our Values



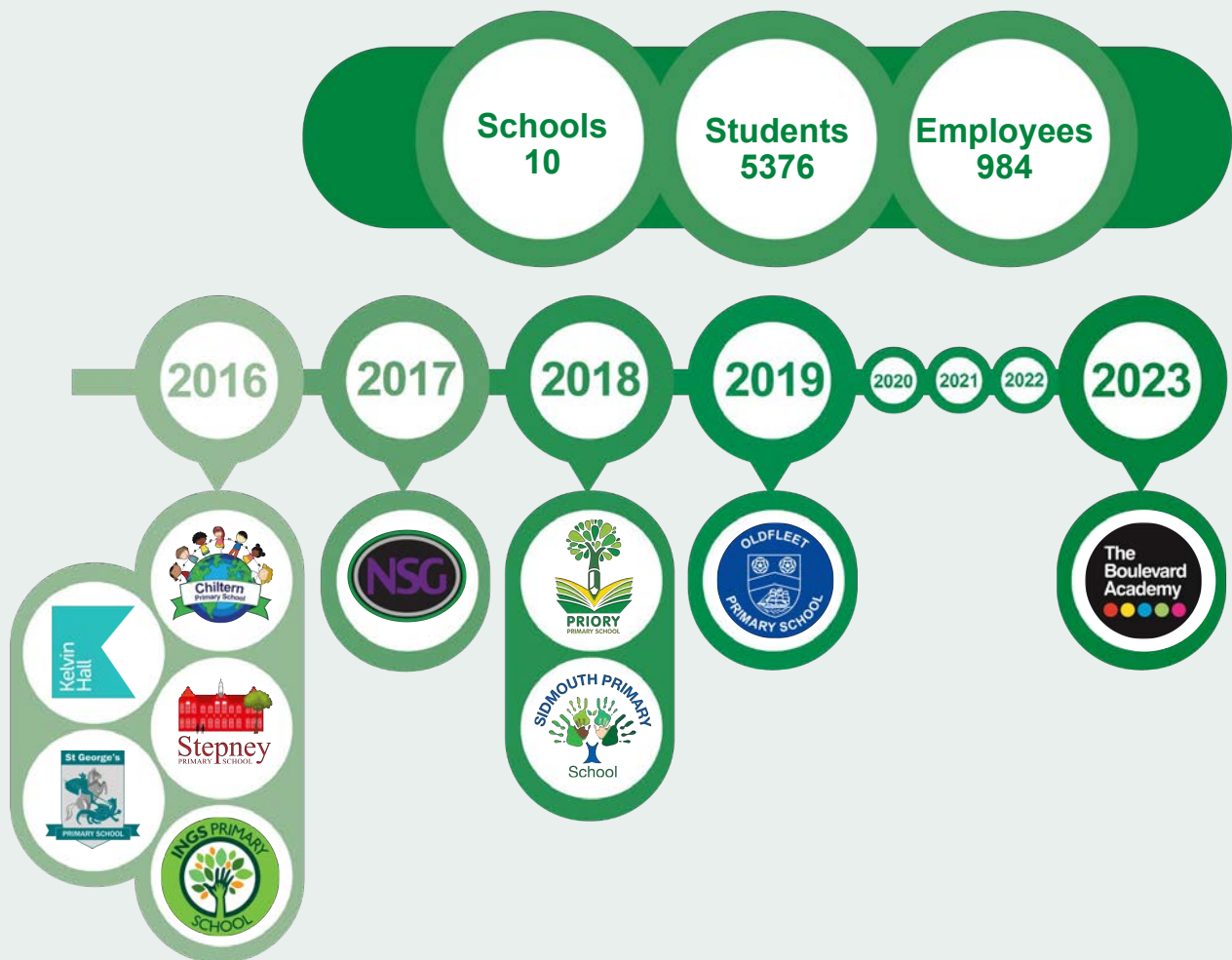
Thrive Mission Statement *Inspiring pupils to thrive in life*

Thrive Co-operative Learning Trust **understands thriving to mean learning**, and learning to mean **growing in knowledge, self-reliance and in responsibility towards others**. Achieving this will allow pupils and staff to **develop a sense of agency and co-agency**, which is the awareness that we are powerful and can affect change, that life is something to be grasped rather than something that happens, and that we have maximum impact when **we work together for the common good**. This sense of agency plays out at three scales as it affects the future of **the individual, their community (local and national), and their planet**.

View our Thrive Charter here... 



Our Journey so far...

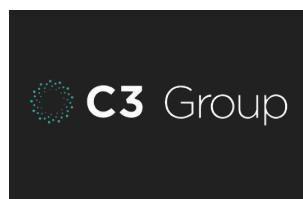


Our Partners

Our ongoing partnerships with the following organisations



Our partnership with the Reach Foundation is leading us to develop a 'Cradle to Career' model across our three schools in HU3 - and later across the whole of Thrive.



Our recent partnership with C3 Group has brought us closer to achieving our goal of net-zero emissions, reinforcing our pledge to create a more sustainable future for our students, staff, and the wider community.



Yorkshire 100 aims to identify 100 future school leaders and take them on a development journey of peer-led support and cutting edge national and international school development.



Coop Schools provides services and support for the network of cooperative schools, strengthening school improvement and local accountability.



Registered Office Address:

Kelvin Hall School, Bricknell Avenue, Hull, East Yorkshire HU5 4QH

Tel: (01482) 342229 | Email: jobs@thrivetrust.uk



Cleaning Assistant
Salary: Grade 2 Scale Point 2 -3 £5594 - 5682 (Actual Salary)
Hours: 8.75 hours per week, Monday to Friday 15:45pm - 17:30pm
All Year Round
Permanent
ASAP

The Thrive Co-operative Learning Trust is responsible for ten schools across Hull; three secondary and seven primary. A Thrive school is one that is a dynamic community of staff, pupils and their families all focussed on one thing - *inspiring pupils to thrive in life*.

Stepney Primary School is looking for a Cleaning Assistant to join their team. You will be required to work 8.75 hours per week.

Under the direction of the Cleaning Supervisor you will be required to undertake duties in accordance with cleaning schedules, ensuring the provision of clean and hygienic facilities for students, staff and visitors. Previous experience in a school or business environment is essential.

Closing Date: Monday 17th March 2025, 9:00am
Interviews: Week commencing 24th March 2025

Please note, we do not accept CVs, applications must be submitted using our application form.

As part of Thrive Co-operative Learning Trust commitment to safer recruitment processes and in accordance with statutory guidance: : [Keeping Children Safe in Education](#) an online search will be carried out on all shortlisted candidates.

Our commitment to Safeguarding: Thrive Co-operative Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Each school has a robust Safeguarding Policy and all staff receive training relevant to their role at induction and throughout their employment.

A candidate's suitability to work with children will be explored at all stages of the recruitment process. The successful applicant will, in accordance with statutory guidance, be subject to a comprehensive pre-employment checking process including receipt of a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS), a Children's Barred List check, a Section 128 Management Check if relevant, Prohibition check and overseas checks as applicable, identity check, medical clearance, proof of qualifications, satisfactory references and a check regarding their eligibility to work in the UK.

This role involves contact with children and provides regular access to children, therefore it is 'regulated activity'. As such, this post is exempt from the Rehabilitation of Offenders Act - 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Our commitment to equality and diversity: Thrive Co-operative Learning Trust recognises and celebrates the diversity of its schools and their communities. There is a shared commitment across the Trust to develop further a culture of respect, where discrimination is not tolerated, and individuals are treated equitably and fairly and feel a sense of belonging.

Please visit [Thrive Trust website](#) to view our Job Applicants Privacy Notice, which explains how we collect, store, and use personal data about individuals applying for jobs at our school.



Job Description



Post Title	Cleaning Assistant
Grade	2
Location	Stepney Primary School
Reporting to	Administration & Finance Manager

Purpose of Role

To provide and maintain effective and efficient cleaning service in specified areas of the premises

Key Responsibilities

1. To promote and safeguard the welfare of children and young people.
2. General cleaning duties to the fixtures, fittings and internal fabric of the building which may include emptying bins and removing waste to a designated area; mopping; sweeping; spray cleaning; machine scrubbing and drying; buffing; suction cleaning; wall washing; window cleaning; dusting; damp wiping; washing; polishing; sanitary appliance cleaning (w.c.s urinals wash-hand-basins, baths, showers, bidets).
3. Specialist cleaning tasks which may include carpet cleaning; upholstery cleaning; removal of stains; chewing gum and graffiti etc; stripping and dressing/ sealing floors; descaling sanitary appliances.
4. Operation/use of domestic and industrial cleaning equipment and materials.
5. Replenish hygiene materials as appropriate.
6. Informs site facilities officer or other designated person of faults, damage and vandalism or any issue that may be a health and safety concern.
7. Secures/closes internal doors and windows as appropriate.
8. Any other duties of a similar nature and level of responsibility as requested by the School.

Safeguarding Children

Thrive Co-operative Learning trust is committed to safeguarding and promoting the welfare of our pupils and young people. Each school has a robust Safeguarding Policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff to share this commitment. All post holders are subject to a satisfactory Enhanced disclosure from the Disclosure & Barring Service (DBS) and satisfactory employment references, as well as identification and qualification checks which will be required before commencing duties.

Responsibilities for Staff:	None
Responsibilities for Customers/Clients:	Safeguarding and promoting the welfare of children.
Responsibility for Budgets/Financial Resources:	None
Responsibility for Physical Resources:	None

		E	D	How Identified
Qualifications	Health & Safety Training		✓	AF, I
Relevant Experience	Previous cleaning experience		✓	AF
	Understanding or Health & Safety Issues		✓	
Skills & Abilities	Motivation to work with children and young people	✓		AF, I
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓		
	Able to work as part of a team	✓		
	Ability to establish professional, effective working relationships with a range of partners/colleagues and children & young people	✓		
	Good organisation skills	✓		
Knowledge	A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		AF, I
	Basic Cleaning Knowledge	✓		
	An Understanding of COSHH Regulations		✓	
Interpersonal/ Communication Skills: Verbal Skills	Ability to establish professional, effective working relationships with a range of partners/colleagues and children & young people	✓		AF, I
Disclosure & Barring Service	The successful candidate's appointment will be subject to the School obtaining a satisfactory Enhanced disclosure from the Disclosure & Barring Service and Children's Barred list check	✓		DBS
	This post is exempt from the Rehabilitation of Offender Act 1974 the candidate is required to declare full details of everything on their criminal record.	✓		(after short listing)

How to apply



Application forms can be downloaded from our website and should be returned to people@thrivetrust.uk by the closing date below.

Should you wish to have an informal and completely confidential discussion please contact the school office on 01482 343690 or email admin.stepney@thrivetrust.uk.

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Interview Date: Week commencing 24th March 2025