

Job description

1.0 JOB TITLE Cleaner

1. JOB PURPOSE

- 2.1 To provide a clean and pleasant environment in order to facilitate the effective teaching of pupils and its full use by those staff and pupils who occupy it.
- 2.2 To help maintain the fabric of school building.
- 2.3 To maintain cleanliness in order to prevent any health risk from occurring in schools.

3.0 RESPONSIBILITIES

- 2.1 To clean any area of the school to the required standard as instructed by the Supervisor.
- 2.2 Wash floors, surfaces, fixtures and fittings, skirting boards and walls up to a specified height
- 2.3 Cleaning inside windows up to a specified height.
- 2.4 Sweeping and vacuuming floors.
- 2.5 Polishing and dusting surfaces and furniture (including desks and seats).
- 2.6 Cleaning toilets and shower areas. Replenishing toiletries, hand-towels, soap and hand sanitisers.
- 2.7 Use cleaning materials as appropriate, and according to their instructions for use.
- 2.8 To empty bins / recycling bins and remove rubbish from the premises to the appropriate waste bins
- 2.9 To report any damages to school property or other relevant matters to the Supervisor.
- 2.10 To use power cleaning equipment as directed by the Supervisor.
- 2.11 To undertake relevant Non-Routine cleaning as instructed by the Supervisor / site manager (i.e. spot cleaning of spillages, body fluids etc).
- 2.12 To undertake any relevant training as required.
- 2.13 To comply with the requirements of the health and safety at work regulations.
- 2.14 To take reasonable care for the Health and Safety of themselves and for others.
- 2.15 To co-operate with the employer in ensuring that health and safety responsibilities are carried out.

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- 2.16 Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
 - 2.17 To ensure all tasks are carried out with due regard to Health and Safety.
 - 2.18 To undertake appropriate professional development including adhering to the principle of performance management.

To adhere to the Excelsior MAT values:

1. Succeeding together
2. Engaging Learning
3. Ensuring Equality for All
4. Aspiring from the Start

Person Specification

Cleaner

Criteria:	E = Essential D = Desirable
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Criteria	Qualifications
D	Cleaning qualifications

Criteria	Experience
E	Relevant experience of cleaning.

Criteria	Skills & Ability
E	Have an attention to detail.
E	Be able to adhere to health and safety and the statutory regulations
E	Be able to work under pressure and to deadlines and produce work to the required standards and to agreed deadlines.
E	Be able to commit to safeguarding and attend relevant training

Parkfield Community School is part of Excelsior Multi Academy Trust (MAT). We actively promote the Equality Act and committed to safeguarding and promoting the welfare of children and young people and expect all applicants to demonstrate their commitment to equality and safeguarding in order to improve outcomes for all children who attend the school.

Applicants will also be required to demonstrate their suitability to work with children, including motivation, ability to maintain appropriate relationships with children, emotional resilience to challenging behavior and attitudes to the use of authority and maintenance of discipline.

Job description issued:

Head Teacher

Postholder

Date: