



Cleaner

JOB DESCRIPTION

NAME			
ACCOUNTABLE TO	Cleaning Supervisor		
SCALE	£12.81 Per Hour		
DURATION	Permanent 43 weeks per year 15 hrs per week		
APPOINTMENT	ASAP		
JOB PURPOSE	<ul style="list-style-type: none"> To provide a high standard of hygiene and cleanliness throughout the School. 		
Key Area	Responsibility		
Responsibilities <i>Carry out all duties and responsibilities in accordance with School policies and procedures and statutory requirements.</i>	<ul style="list-style-type: none"> Be responsible for ensuring the cleanliness of your designated area and for maintaining high and consistent standards Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards. Liaise with Deputy Premises Manager / premises team and other members of staff as required to ensure the cleaning rota operates smoothly around both school events and outside lets. Report cleaning supplies requirements and stock levels to the line manager. Ensure Health & Safety, quality and general procedure compliance Work as part of a team and support other members of the cleaning team to meet standards and school objectives Report any Health and Safety issues to the Deputy Premises manager / premises team. 		
Professional development	<ul style="list-style-type: none"> To attend courses as required by the Deputy Premises Manager to aid in self-development. To complete all mandatory training as directed by the school and line manager 		
Discipline, health and safety	<ul style="list-style-type: none"> Maintain good order and discipline and safeguard the health and safety among students both within the school premises and when they are engaged in authorised school activities elsewhere. To work in accordance with the guidelines set out in the school Health and safety policy and specific faculty areas. 		
General Responsibilities	<ul style="list-style-type: none"> Promote the school's values and ethos in accordance with the School's Professional Code. Work actively to develop professional expertise by participating in ongoing professional development. 		
Review of job description	<ul style="list-style-type: none"> This job description is intended to provide guidance on the range of duties associated with the post. It is not intended to provide a full and exclusive definition of the post and the post holder may be required to undertake additional duties by the Head Teacher. It may be subject to modification and amendment at any time after consultation with the post holder. 		
Signed member of staff		Date	
Signed appraiser		Date	
Approved Head Teacher		Date	