

Job Description

Job Title:	Cleaner	Reporting to	Cleaning Supervisor
Generic JD based on		Grade and Range:	Grade B point 2
Resources resp:		Supervises:	None

Purpose and context:	To provide a cleaning service in specified areas of the site.
-----------------------------	---

Main duties:

- To clean areas of the establishment in accordance with the Building Cleaning Specification as directed by the Cleaning Supervisor or nominee.
- To operate cleaning machinery in accordance with instructions.
- To dilute and use cleaning materials as instructed. To collect and remove waste/rubbish from work area to collection point as directed.
- To collect and remove waste/rubbish from work area to collection point as directed.
- To observe and comply with the Health and Safety Policy and Code of Practice for cleaning staff.
- To comply with instructions relating to security and confidentiality.
- To participate in the Academy's performance management process.
- To note and report as necessary on matters affecting the health and safety of persons on the site in accordance with the Academy's health and safety guidelines.
- To undertake any other duties as may reasonably be required by the Site Manager or the Principal.

Signed: **Date:**

Signed:
(Principal)

Person Specification

Cleaner

E = Essential criteria, D = Desirable criteria

Experience and Knowledge

D - Some knowledge of the main Health & Safety regulations and how they apply in a school environment

E - Relevant knowledge to the job

E - An understanding of the principles of Keeping Children Safe in Education 2015 and a commitment to ensuring the health, safety and wellbeing of all children.

Skills and Abilities

E - Ability to work in an organised and methodical manner

E - Ability to work effectively and supportively as a member of the school team

E - Ability to work on own initiative and organise work with minimal supervision and meet deadlines

E - Ability to communicate at an appropriate level both written and orally

Motivation

E - Appropriately motivated to work with children & young people.

E - Ability to form & monitor appropriate relationship & personal boundaries with children & young people.

E - Motivated to perform the job well and to continuously develop

E - Commitment to trust / academy ethos and values

Personal Qualities

E - Reliability

E - Emotional resilience and maturity appropriate to level of job and responsibilities

E - Ability to establish good working relationships with all relevant key contacts

E - Strong team ethic, supportive of others and covering for other staff if needed

E - An understanding of child protection and safeguarding in educational establishments

E - Willingness to participate in training and developmental opportunities offered by the Academy

Special Conditions

D - May be required to work outside of normal school hours on occasion, with due notice.

E - All postholders will be required to undertake an enhanced DBS check. Individuals on the children's barred list (and adults barred list where relevant) should not apply.