



STONE LODGE SCHOOL

Cleaner – Daytime

Job Description

Salary Range: Endeavour MAT Grade 2 Point 11 £23,338 pa for a FTE post.
Actual salary £10,572pa

Responsible to: Cleaning Supervisor / Premises Manager

Working pattern: 20 hours a week. Term time only (38 weeks)
Monday, Tuesday, Thursday and Friday 10:30 – 14:30
Wednesday 10:00 – 14:00

The Role

We are looking to appoint an efficient and reliable Cleaner to join our team and provide daytime cleaning/janitorial services.

Duties

- Litter picking in and around the school to ensure areas are kept clean and tidy.
- Maintain cleanliness of all toilets and hygiene areas.
- Emptying internal and external rubbish and recycling bins.
- Maintain staff areas (e.g. staff room, staff kitchen) to ensure areas are clean, neat and tidy.
- Replenishing hand towels, toilet rolls and soap dispensers etc. to ensure the facilities are available for use.
- Report any defects or health and safety issues to the Cleaning Supervisor or a member of the Premises Management Team.
- To understand and apply health and safety procedures relevant to the role:
 - Manual handling
 - First aid & hygiene practice
 - COSHH (Control of Substances Hazardous to Health)

The post holder may be required from time to time to undertake duties within the school as may be reasonably expected without changing the general character of the duties or the level of responsibility entailed.

Person Specification

The following outlines the criteria for this post.

		Essential	Desirable
Knowledge & Experience	Safe use and storage of cleaning materials and liquids.		x
	An understanding of Safeguarding.	x	
Qualifications & Experience	GCSE / O Level.		x
	Cleaning in an education environment.		x
	Previous cleaning experience and knowledge.	x	
Skills & Abilities	Ability to communicate effectively with individuals and groups of students, teachers and other members of staff, parents and professionals.	x	
	A passion for working at a high standard.	x	
	Ability to accept guidance and direction from line manager.	x	
	Able to work under pressure and prioritise own workload to achieve deadlines.	x	
	Able to identify hazards and risks		x

As a Trust we are fully committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.

All offers of employment are subject to an Enhanced DBS check.

