**Job Description Cleaner**

**Purpose of Job**

To provide an on site cleaning service for a specified area whilst maintaining a high standard of cleanliness with the school, as directed.

**Key Objectives**

Undertake cleaning of allocated areas in line with specified standards and as directed.

Operate/use domestic and industrial cleaning equipment and materials, following appropriate training.

Perform duties in line with health and safety regulations (COSHH) and take action where hazards are identified, report serious hazards to line manager immediately.

Undertake special cleaning programmes during school closure or other designated periods in compliance with the specification of the premises.

Maintain the security of the school premises by securing entrances/exits as appropriate and reporting potential security breaches.

Schools benefit from a flexible approach to working arrangements – because of this, the tasks and responsibilities listed here are not definitive. Head Teachers may require particular additional duties to be undertaken to suit the specific school’s requirements and these may be incorporated in the role requirements as long as they are at a similar and appropriate level to the other listed duties.

**Other information**

* Follows pre-determined cleaning routines and standards and reports hazards or problems with equipment to senior staff
* Work in conditions that are generally unpleasant, including cleaning toilets, dealing with waste and responding to minor hazards
* Requires physical effort such as bending and stretching, pulling and pushing cleaning equipment with occasions of more intense effort, such as moving furniture with due regard to current Health & safety and Lifting & Handling regulations
* Store allocated equipment and materials safely and securely
* Collect and dispose of waste
* Refill and replace soap, towels and other consumables
* Adhere to school trust guidelines and exercise professional discretion at all times
* Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
* Participate in training and other learning activities and performance development as required
* Contribute to the overall ethos/work/aims of the school
* Attend relevant meetings
* Be aware of Safeguarding policy and undertake safeguarding training as directed

**Hours**

Monday to Friday 2 ½ hours per day. To be agreed at interview.

Reporting to Site Supervisor