



JOB DESCRIPTION: CLEANER

Job Purpose

To ensure the cleanliness of the building, furniture, fittings and equipment: To comply with set cleaning guidelines to ensure satisfactory standards.

Carry out the cleaning operation within the allocated part of the building, contribute to the high standards of cleaning provision and compliance with cleaning procedures and all legislative requirements.

Undertake any work that falls within the range of a cleaning operation which includes dusting, emptying litter bins, picking up litter, sweeping, washing using chemicals, vaccum cleaning, scrubbing, buffing, polishing, toilet cleaning, carpet shampooing etc.

To ensure care of any equipment being used and to inform the site manager with any issues regarding equipment as appropriate.

Health and Safety

When using cleaning or other potentially hazardous materials;

- Comply with COSHH
- Comply with health and safety legislation, policy and procedures in relation to the job, tasks and responsibilities.
- Follow manufacturers or other authorised officers instructions in the use and maintenance of equipment.

Safeguarding responsibilities:

- To behave at all times in a manner consistent with the school's commitment to uphold the highest standards in safeguarding and promoting the welfare of children
- To complete all training and maintain any qualifications regarding safeguarding including the Prevent agenda.
- Follow the school's policies and procedures in respect of safeguarding
- To understand and follow the guidance that you will receive on how to report any safeguarding/welfare issues that come to your attention.



Person Specification – Cleaner

Job Title – Cleaner

Reports to – Caretaker

Education, Qualifications and Training

Essential – None

Knowledge and Experience

Essential – Literate (able to read and understand instructions)

Desirable – Awareness of requirements within a cleaning operation (eg health and safety)

Skills and Attributes

Ability to work well as part of a team

Able to take and follow instructions