



LEARNING
ACADEMIES TRUST

CLEANER RECRUITMENT PACK

PRINCE ROCK PRIMARY SCHOOL

BELIEVE YOU CAN, TOGETHER WE WILL

 www.learningat.uk  01752 914160  hr@learningat.uk

About the Learning Academies Trust

The Learning Academies Trust was originally formed by three Plymouth primary schools in November 2016 and has grown from there. In terms of pupil numbers, the Trust is now the largest primary school MAT, or Multi Academy Trust in the city of Plymouth.

The Learning Academies Trust is a family of schools dedicated to delivering outstanding education to all our children, whatever their starting point or background. Our Trust's mission is:

Together we will... work with our children, families, and communities to provide exceptional learning opportunities for all our children

All of our schools are committed to the following values:

Aspiration Excellence Collaboration Inclusivity Kindness Respect



We know that with great leadership, inspirational teaching, caring pastoral support and hard work, every child in every one of our schools can succeed. By joining our Trust, you will become part of an inspiring group of people, committed to shaping a great future for our city's children.

The Learning Academies Trust is comprised of 18 Primary Schools across the city of Plymouth and delivers exceptional education to approximately 5000 children and employs over 900 members of staff. Each school has a unique identity and set of values but are joined together in their aspirations for their communities. For more information about the Trust, our schools and what we do, check out our website www.learningat.uk

A message from our Chair of the Trust Board...



Mr John Butcher

Thank you for showing interest in joining the Learning Academies Trust. We are proud of our achievements to date and our recognition as a truly collaborative and united partnership of Plymouth primary schools. It is our aim to support our schools with expert advice from a central team of experts covering estates, IT, finance and HR. Furthermore, our school improvement offer demonstrates a shared, supportive understanding of curriculum delivery that meets the needs of our young people.

The LAT believes that strong communication between the strategic direction provided by the Trust Board and its local governing bodies is also significant in establishing a coherent and shared vision with common values embedded in our practice. I truly hope you will want to explore this exciting professional opportunity, and we would be delighted to share our offer with you during the application process.

A message from our CEO...



Mr Simon Spry

This is an exciting time to be considering a career with us at the Learning Academies Trust. As a Primary phase family of local schools, we have high expectations to deliver the very best for our children.

If you are passionate about working with us and the children in our schools, we'd love to hear from you. Information about the role and the school you are applying for are detailed in this pack and for wider Trust wide news and information, please check out our website or Twitter feed @learningatceo.

If you would like any further information or a conversation about the Trust, then there is no better way than to do this in person.

Please contact our Trust HR Team to arrange a time to talk
hr@learningat.uk

Prince Rock Primary School

Headteacher: Mrs Lucy Hanley

Location: Embankment Road, Prince Rock,
Plymouth PL4 9JF

Approximate number of students: 400

Approximate number of staff: 60



Message from the Headteacher

Prince Rock Primary is a fantastic school in the heart of the city. We serve a diverse community with 40% pupil premium and 25% EAL. Our staff are always willing to go the extra mile for the children in their care and work together as a positive and effective team. We pride ourselves on believing in our children and striving for the best outcomes for them, both academic and pastoral.

If you are enthusiastic, hard-working and creative, you won't find a better place to work.

Lucy Hanley, Headteacher

Cleaner Job Description

Job title	Cleaner
Location	Prince Rock Primary School
Grade	Grade A
Terms of contract	Permanent
Salary FTE	£24,413
Actual annual salary	£6,559
Hours/weeks	11 hours per week/41 weeks per year
Closing date	8 th December 2025
Proposed interview date	TBC
Anticipated start date	As soon as possible

Job Summary

To provide a high level of cleanliness throughout the school premises, whilst being aware of the security needs and adhering to Healthy and Safety guidelines.

Key Roles and Responsibilities

- To clean the school premises as allocated by the caretaker, following a cleaning rota with daily, weekly and term time components to ensure that all areas are kept in a clean and hygienic condition.
- Duties will include cleaning, vacuum cleaning, emptying of litter bins, washing, sweeping, polishing and dusting of the designated areas, which may include toilets, shower areas, fixtures and fittings, using where appropriate powered equipment. External cleaning duties in playgrounds, paths and drains as requested.
- To follow Healthy and Safety guidelines, safe use and maintenance of cleaning equipment reporting any defects to machinery and buildings.
- To be aware of and adhere to the security needs of the premises.
- To attend training sessions when requested.
- To complete forms as requested.
- Report shortfall in stock to the Line Manager.
- To act as emergency key holder as and when required.
- Undertake other duties as directed and commensurate with the grading of the role.
- Comply with and support the schools' policies and procedures relating to Safeguarding, GDPR, Health and Safety, school security and report any concerns to the appropriate person.

Additional Information

- The post holder is required to uphold and promote the school's policy on Data Protection and GDPR, to be mindful of their responsibilities under the act/s in processing personal data and of the implications of unauthorised disclosure.
- As part of the wider duties and responsibilities, the post holder is expected to promote and actively support the Trust's responsibilities towards safeguarding.
- This post is subject to an Enhanced Disclosure and Barring Service Check for Regulated activity.

Person Specification

Job Title	School Cleaner
Location	Prince Rock Primary
Grade	Grade A

Attributes	Essential	Desirable
Education/ Qualifications	Ability to follow instructions and guidance whilst working independently	Experience of working within COSHH regulations

Experience	Experience of working in unpleasant working conditions while undertaking cleaning duties	
Skills/Knowledge/Aptitude/	<p>Judgement is required for identifying cleaning materials and methods dependant on surfaces and objects being cleaned and also to identify whether to move paperwork or other items in classrooms, offices or staff rooms.</p> <p>Interpersonal skills for communicating routine job related information mainly with colleagues but could include other people within the school environment.</p>	
Operational Responsibilities and Safety Procedures	<p>Operation of a range of mechanical cleaning aids including vacuum cleaners and floor polishers.</p> <p>Follow the cleaning daily, weekly and term time cleaning rota.</p> <p>Ensure the area being cleaned is safe for colleagues and students.</p> <p>Safe use and maintenance of cleaning equipment reporting any defects to machinery and buildings.</p>	

	<p>Work within the requirements of the School's Health and Safety policy, performance standards, safe systems of work and procedures.</p> <p>Undertake all duties with due regard to the corporate equalities policy and relevant legislation.</p> <p>Respond positively to professional feedback.</p>	
Physical	<p>Physical ability to move equipment and furniture in order to complete tasks.</p> <p>General awareness required with short periods of concentrated attention when cleaning areas populated with colleagues or students.</p>	

Working for our Trust

By working within our Trust, you will be part of a team of people who want to make a difference in the lives of the children and communities we serve. Whether you are joining us in a teaching capacity or a support service position, you will become vital in helping to shape the futures of the next generation for our city.

The Learning Academies Trust strives to be an employer of choice in the southwest. We are committed to developing our employees to their full potential and take great pride in the availability of learning and development resources for our staff. From training days to an extensive package of e-learning courses, you will have a wealth of opportunities available to develop your skills and experience.

Employee benefits



In January 2020, the Learning Academies Trust became the first education employer in Plymouth to achieve the Livewell Southwest Wellbeing at Work Bronze Award. The Trust is

committed to supporting the wellbeing of all staff and is proud to work closely with official bodies to ensure we have a holistic approach to staff wellbeing.

As a Learning Academies Trust employee, you will have access to a growing list of benefits to support you both professionally and personally. Our benefit package includes:

- Free counselling services for personal or professional support
- Cycle Scheme
- Employee Newsletter
- Regular recognition awards
- DSE Eyecare scheme
- iHASCO online training courses
- Annual flu vaccination
- Annual health check
- Discounted gym membership

How to apply

If you believe you can demonstrate the dedication, skills and passion required, we look forward to receiving your application. Please click the link to submit your application form. Please note – we do not accept CVs. Completed applications should be submitted prior to the closing date.

Please note, the closing date is for guidance only. Successful applicants will be invited to interview at the earliest available opportunity. Learning Academies Trust reserves the right to close the vacancy early if a suitable candidate is found.

With 18 schools, we are regularly looking for passionate people to join our teams. If there are no vacancies currently, but you would like to register your interest for future vacancies, please join our talent pool and we will be in touch as soon as we have a suitable position.