


JOB DESCRIPTION		
JOB TITLE	Cleaner (20 hours per week, 44 weeks per year)	
REPORTS TO	Site Manager	
SUPERVISES	N/A	Grade 1

PURPOSE OF THE POST

The Job Holder is responsible for ensuring high standards of cleanliness throughout their allocated area of school (which may be subject to change on any given day) and for reporting any health and safety issues, defects, or energy wastage identified to the relevant site staff.

THE ACADEMY VISION

Our vision is:

- To have high expectations and enable everyone to achieve success
- To celebrate high quality learning experiences in all areas of school life
- To be at the heart of the community, and prepare everyone fully for their future lives

Every single member of staff at the Academy is employed to translate this vision into effective action.

RESPONSIBILITIES

1	Undertake cleaning, laundry, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting of the designated areas (which may include toilets and shower area) and fixtures and fittings, using, where appropriate, powered equipment.
2	Report any defects, health and safety issues and energy wastage to relevant site staff.
3	Take responsibility for closing and locking doors and windows and switching off all equipment as instructed within a given area.
4	Responsibility for safeguarding and promoting the welfare of students
5	To undertake any other duties as may reasonably be expected by the Headteacher commensurate with grade and to comply with all whole school requirements in relation to health and safety, professional standards, dress code etc.