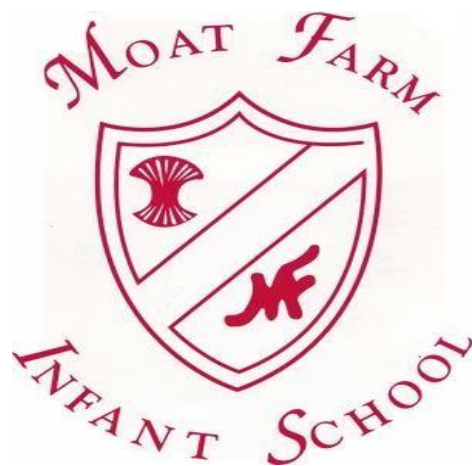




Moat Farm Infant School Cleaner

15 hrs per week

Recruitment Pack



Moat Farm Infant School

Cleaner

15 hour per week, Term Time only (38 weeks a year)

Monday to Friday

3:00pm to 6:00pm

Grade 1, SCP3 Hourly Rate £12.65
(Salary FTE £24,976 – Actual £8,454)
(subject to annual NJC pay review)

Permanent Position

Moat Farm Infant School, a member of the Stour Vale Academy Trust, is seeking to appoint a cleaner, to start as soon as possible.

Moat Farm Infant School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All necessary safeguarding checks will be undertaken and must have satisfactory outcomes, otherwise the conditional job offer may be withdrawn. Details of the checks that will be undertaken can be found in [Keeping children safe in education 2024 \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/101421/keeping-children-safe-in-education-2024.pdf)

This role has been assessed as working in regulated activity and is subject to an Enhanced DBS plus Children's Barred List Check.

It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

As a Trust we are committed to ensuring that throughout our recruitment process, no applicant will be disadvantaged or discriminated against because of the protected characteristics under the Equality Act 2010.

For informal talks and to arrange a visit to the school, please contact:

Neil Bradley

School Business Manager

0121 552 1885

neil.bradley@mfi.school

Please visit our website for further information: [moatfarm-inf.sandwell.sch.uk](https://www.moatfarm-inf.sandwell.sch.uk)

Closing date: 2nd July 2026 @ 12 noon

Interview date: TBC

About Moat Farm Infant School

Welcome from the Head Teacher



Moat Farm Infant School is a four-form entry school which has 430 pupils on roll, with a School Nursery and Day Nursery housing children between the ages of 0 and 7. We are a member school of Stour Vale Academy Trust. Our school is situated on a pleasant site, surrounded by the playground, grassed areas and trees. The main school building was built in 1938, this part of school comprises of 9 classrooms for Key Stage 1 classes and a SEND hub classroom.

The children are grouped into classes according to their admittance years and all classes are named after British wildlife. There is also a separate EYFS building on site which comprises of four Reception classes and a Nursery class which offers provision to two, three and four-year-old children. We also offer the extended entitlement of 30 hours provision to eligible families.

At Moat Farm Infant School, we believe each child is a unique individual who has the potential to grow and learn. We believe that children are active, curious, intelligent and full members of society and it is our role to provide them with a caring, friendly, secure environment which is also challenging and stimulating where they can learn and grow in body, mind and spirit.

**Our school motto is “At Moat Farm Infants everyday;
we learn, achieve, have fund and play!”**

Our school has six core values that guides our thinking and behaviour. At Moat Farm Infant School, every child is valued for who they are an what they contribute to school. Our values are intended to support the personal, social and spiritual development of every pupil in school.

Collaboration, Respect, Creativity, Perseverance, Caring and Reflectiveness

Moat Farm Infant School serves an established community; many parents and grandparents of current pupils also attended the school. The pupils at Moat Farm Infant School demonstrate an eagerness to learn. They are very proud of their school and enjoy welcoming visitors. We have created a pleasant, modern learning and working environment for both pupils and staff. The school office is a central point for parents, pupils and staff. Enabling every member of the school community to achieve our school values to become successful learners, responsible citizens and resilient individuals is our mission that we are committed to.

Finally, I would like to thank you for your interest in the post of Cleaner at Moat farm Infant School and wish you the best of luck with your application.



ABOUT STOUR VALE ACADEMY TRUST

Our multi-academy trust was founded in 2017 and developed from collaboration between schools, the significant positive impact of which convinced three schools, two secondary and one primary, that together we would have much greater capacity to continuously improve. Over time, Stour Vale has steadily grown. We began as a cross-phase multi-academy trust and as we have grown, both secondary and primary schools have joined us. There are currently eleven member schools, five primary, one junior, one infant, one day Nursery and four secondaries.

As a successful family of schools, delivering high-quality education for the communities we serve, Stour Vale values its diversity. Each school brings their own distinct character, community, history and identity. We celebrate the uniqueness of member schools, recognising that there is a great deal to learn from education in different contexts. This is also the reason why we remain outward-looking, committed to learning from research and excellent practice across the education system.

Our vision and values

Stour Vale Academy Trust holds children and young people at the heart of all that we do. We recognise that as a multi-academy trust we exist in order to advance education for the public good. Our mission, therefore, is to improve life opportunities for children and young people by both providing the best possible education and care to pupils in Stour Vale member schools and by having a positive impact across the wider education system. Our values are encapsulated in four words:



OUR VALUES



INTEGRITY

By always acting with integrity we will deploy our resources appropriately to provide the very best education and care for pupils. This approach will enable us to recruit and retain the best staff who share our values.

We recognise our responsibility to support and challenge member schools to have a positive impact on the lives of children and young people, our communities and the wider educational system.

RESPECT

We are committed to treating everyone with respect and promoting equality.

Stour Vale member schools are safe and inclusive schools. We value and celebrate the diversity of pupils, colleagues and the communities we serve. We believe that developing pupils' character and their own commitment to treating others with respect must sit alongside the pursuit of academic excellence.

COLLABORATION

Stour Vale Academy Trust exists because we believe that effective collaboration has a positive impact on the life opportunities of children and young people.

We believe that working collaboratively together we have much greater capacity to realise continuous improvement in all member schools. Therefore, we seek to actively promote positive, impactful collaboration, most often with school-based staff taking the lead.

EXCELLENCE

We are committed to constantly pursuing excellence and improving all aspects of our work as a trust.

Excellence in teaching and learning, curriculum and character development is our primary focus. This will be achieved by realising our ambition to provide top-level professional learning for all colleagues, developing leadership in every role and providing exceptional back-office services such as HR and finance.

SVAT.ORG.UK

We describe our shared approach to school improvement as 'secure autonomy'. Headteachers, with school leadership teams and staff, have autonomy to lead school improvement in their own schools, responsively and in collaboration with others within and beyond our trust.

We believe that this approach enables us to grow, attract and retain excellent school leaders and to develop the most innovative and impactful school improvement strategies.

We recognise that this autonomy must be secured within the structure of the multi-academy trust, and our model of challenge and support for impact, underpinned by our shared values, ensures sustained school improvement and a sharp focus on outcomes for pupils.

This in turn realises our ambition that **Stour Vale** member schools will **create the difference together**.



Job Description - Cleaner

Main Tasks

Cleaners are responsible for a wide range of cleaning duties and responsibilities, which include ensuring that areas of work allocated are cleaned to the required standard/specification, which would normally include the following:

- Thoroughly clean areas to the required specification, as directed, using correct techniques and cleaning equipment. This may involve the cleaning of bodily fluids on occasion. Suitable equipment and protective clothing will be supplied.
- Safe removal of litter and waste to allocated disposal points, taking particular care with liquids, broken glass or other substances, which may be unsafe to other staff or pupils.
- Locking and unlocking windows and doors as directed.
- Undertaking training in use of methods, materials and equipment, as instigated by your supervisor and compliance to Health & Safety laws.
- Working safely using correct warning signs, protective clothing and safety equipment, being mindful of hazards to other staff and pupils. Compliance with the Health & Safety practices of the school.
- Replenishing supplies of toiletries, plastic bags etc., as directed.
- Ensuring all containers of cleaning agents are correctly labelled before use and are used safely and in compliance with manufacturers written instructions and that all chemicals are securely stored away when not in use.
- Emptying vacuum cleaners and buffer vacuum bags at the end of each session. Cleaning and checking all equipment used after use, checking cables for wear and tear and storing away in a suitable safe area. Notifying supervisor of any faults found.
- Ensure mops, cloths etc., are washed and left to dry as appropriate at the end of each session.
- Reporting immediately to your supervisor any defective electrical sockets, lighting, vandalism etc., in your cleaning area.
- Ensuring Supervisor is aware of low stock levels of materials and equipment for which you are responsible.
- Assist in keeping chemicals and cleaning materials and equipment storage areas in a clean and tidy condition.
- Covering on a rota basis for absent colleagues when required, which may involve some change in hours/times.
- Any other related duties, as directed by your supervisor.

Personal Specifications - Cleaner

Preferred Experience

- Previous experience of cleaning in a professional/work environment is essential
- Use of vacuuming/buffing equipment.
- Knowledge of general Health & Safety compliance.

Qualifications/Training

- No specific qualifications required
- Willingness to undergo appropriate training

Practical Skills

- Ability to understand and comply with instructions both written and verbal
- Methodical approach to cleaning
- Ability to follow and adhere to instructions with regards to cleaning chemical usage

Personal Qualities and Attributes

- Flexible
- Methodical and have an attention to detail
- Practical
- Capable of moderate physical activity ie. use of buffing and vacuuming equipment
- Able to apply Health and Safety procedures
- Capable and willing to work on own initiative

Other Essential Requirements

- Able to deal with all types of cleaning which may involve dealing with bodily fluids (suitable protective clothing will be supplied)