



HEARTS ACADEMY TRUST



CLEANER PERSON SPECIFICATION

HEARTS VALUES

H



HAPPINESS

We promote **HAPPINESS** through a creative, exciting and practical curriculum, which generates a love of, and interest in learning, and a resilience and hope which supports us through challenging times.

E



ESTEEM

Self-**ESTEEM** which is developed through a positive and motivated attitude to learning, a healthy lifestyle, good social skills, self-discipline and a positive self-image.

A



ACHIEVEMENT

We promote the highest standards of **ACHIEVEMENT** in all areas of the curriculum and help all pupils to fulfil their potential regardless of gender, race or ability.

R



RESPECT & RESPONSIBILITY

We foster **RESPECT** & **RESPONSIBILITY** for all by establishing good relations between the school, home and community. Pupils are taught respect for themselves, others and the environment.

T



TRUTH

We encourage **TRUTH** and honesty in all aspects of school life – relationships, work and the curriculum and learn to trust and accept others' individuality and uniqueness.

S



SPIRITUALITY & SERVICE

We develop **SPIRITUALITY** & **SERVICE** so that calm, quiet, reflective times which support deep thought are part of school life and beauty is appreciated. We promote a service culture that reflects our duty to support and show compassion to all members of the community and not just ourselves.

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Working With Others

Detail	Examples
Working with partners	Understand the role of others working in the school
Relationships	Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults
Team work	Ability to work effectively with other adults in the school
Information	Ability to provide timely and accurate information

Qualifications & Experience

Detail	Examples
Specific qualifications & experience	No specific experience required
Knowledge of relevant policies and procedures	General understanding of the operation of a school and Trust Basic understanding of First Aid
Literacy	Basic reading skills
Numeracy	Ability to count
ICT and Technology	Ability to use basic cleaning products

Communication

Detail	Examples
Written	Ability to complete basic forms
Verbal	Ability to exchange routine verbal information clearly in English with children and adults
Languages	Seek support to overcome communication barriers with children and adults
Negotiating	Ability to follow instructions

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Working With Children

Detail	Examples
Behaviour Management	Understand the school's behaviour management policy
SEND	Understand and support the differences in children and adults
Curriculum	Basic understanding of the learning experience provided by the school
Child Development	Basic understanding of the way in which children develop
Health & Wellbeing	Understand and support the importance of physical and emotional wellbeing

Responsibilities

Detail	Examples
Organisational skills	Able to prioritise and manage workload Good organisational skills
Line Management	N/A
Time Management	Ability to manage own time effectively
Creativity	Ability to follow instructions, contributing ideas to improve systems Demonstrate ability to resolve routine problems independently

General

Detail	Examples
Equalities	Demonstrate a commitment to equality
Health & Safety	Basic understanding of Health & Safety
Child Protection	Understand and implement child protection procedures
Confidentiality/Data Protection	Understand procedures and legislation relating to confidentiality
CPD	Be prepared to develop and learn in the role