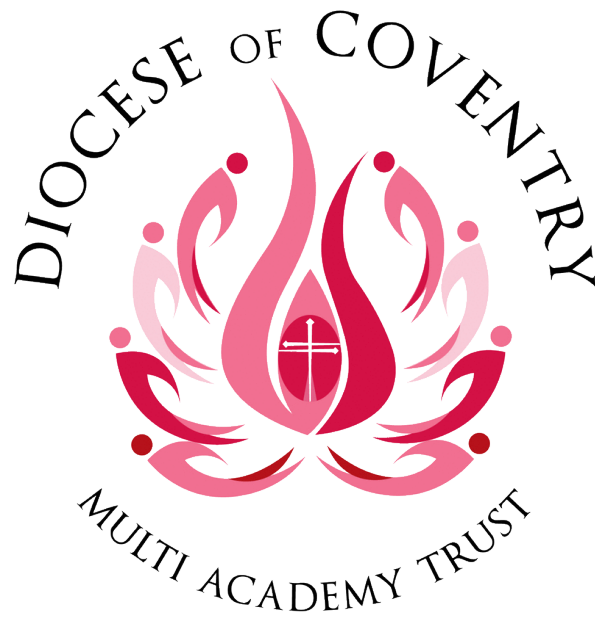




Candidate Information

Cleaner

St Oswald's C of E Academy



About the Role

The Trust is looking to appoint an inspirational and highly effective Cleaner who is committed to supporting the Multi Academy Trust to educational excellence and further developing the distinctive Christian character of educational provision and the school community.

In return we can offer:

- A support network of professional colleagues
- A strong culture of professional development
- The opportunity to be part of an aspirational organisation and contribute to its development and growth plans
- We are offering a salary of £24,413 per annum FTE - £9,583 per annum part time (16½ hours per week, term time only + 10 additional cleaning days – 3pm to 6.15pm Monday to Friday)
- Eligibility to join the Pension Scheme

Applications

Thank you for your interest in this post. Interested candidates are welcome to speak to us for more information about this fantastic opportunity. Please contact Craig Hugill at craig.hugill@stoswalds.covmat.org to make arrangements.

Please note the closing date for applications is **Thursday 20th August 2026**. Applications should be made via My New Term on the following link:
[St Oswald's CofE Academy - Vacancies](#)

We welcome all applications regardless of age, disability, gender, marriage and civil partnership, pregnancy and maternity, race religion and belief, sex and sexual orientation.

Interviews will take place on **Tuesday 25th August 2026**.

Cleaner

Job Description

KEY PURPOSE

Under the supervision of the Site Service Officer and established policies and procedures, ensure a clean and safe school environment.

ACCOUNTABILITIES

The appointee will be line managed by the Site Service Officer.

PRINCIPLE RESPONSIBILITIES

CLEANING

Daily clean of own designated area/s within school.

Ensure cleaning standards are maintained at all times.

MAINTENANCE

Ensure that any maintenance work, repairs or faulty cleaning equipment are reported to the Lead Cleaner in a timely manner.

HEALTH AND SAFETY

Ensure that cleaning equipment is in a safe working condition prior to use.

Ensure that cleaning products are stored safely.

Act immediately on any health and safety recommendations.

Wear PPE equipment as directed.

Undertake any training required e.g. working at height, COSHH, asbestos awareness, fire safety, legionella, manual handling, first aid, etc.

OTHER

Liaise with the Site Service Officer to ensure adequate supply of all cleaning materials and supplies.

Assist with the preparation for school activities and events e.g. assemblies, parents evenings, meetings, performances, etc. as directed by the Site Service Officer.

SUPPORTING THE WORK OF THE MULTI ACADEMY TRUST

As part of the Diocese of Coventry Multi Academy Trust, the Cleaner will be expected to develop and maintain strong, positive relationships with colleagues in the Multi Academy Trust, within the family of Multi Academy Trust academies and the Diocesan family of schools.

STRENGTHENING THE COMMUNITY

Academies exist in a distinctive social context, which has a direct impact on what happens inside the school. Academy leadership should commit to engaging with the internal and external school community to secure equity and entitlement. All staff should collaborate with other schools in order to share expertise and bring positive benefits to their own and other academies. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children.

This will include:

- Building a school culture and curriculum which takes account of the Church Foundation and the richness and diversity of the school's communities.
- Creating and promoting positive strategies for challenging harassment of any kind.
- Ensuring learning experiences for pupils are linked into and integrated with the wider community, the local church and diocesan communities.
- Ensuring a range of community-based learning experiences, including building links with local churches and Coventry Diocese.
- Collaborating with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- Creating and maintaining an effective partnership with parents and carers, (including those who may be described as 'hard to reach', those with learning disabilities and those for whom English is an additional language), to support and improve pupils' achievement and personal development.
- Building bridges with the school's diverse communities, seeking opportunities to invite the whole range of parents and carers, community figures (including clergy and church representatives), businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.

- Contributing to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operating and working with relevant agencies to protect children.

SAFEGUARDING CHILDREN AND SAFER RECRUITMENT

Our Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undertake an enhanced criminal record check via the DBS. Further information about the Disclosure and Barring Service is available from the DBS website at: [Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](https://www.gov.uk/disclosure-and-barring-service)

The Trust will ensure that:

- The policies and procedures relating to safeguarding and safer recruitment are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities in relation to safeguarding, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and that such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices.

DATA PROTECTION

The post holder must meet the requirements of the General Data Protection Regulation Act 2018 at all times, especially concerning confidentiality, treatment of personal information and records management.

ADDITIONAL DETAILS

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Staff will be expected to comply with all Trust policies and procedures and any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. This job description will be reviewed annually and the Headteacher reserves the right to alter the content of this job description, after consultation with the post-holder, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

Person Specification

Personal Qualities, Qualifications and Experience		Measured By				
		Essential	Desirable	Application	Interview Process	References
Qualifications and Training						
1	Qualifications and/or training in literacy, numeracy and ICT	√		√	√	
2	Health and Safety training including working at height, manual handling, COSHH, Asbestos Awareness, Fire Safety and Legionella.		√	√	√	
3	First Aid qualifications including epipen and asthma training		√	√	√	
Professional Experience and Knowledge						
1	Experience of working with others to achieve common goals	√		√	√	√
2	Knowledge of school policies, procedures and legislation and how they relate to the role e.g. Health and Safety and Safeguarding/Child Protection	√		√	√	
3	Understanding of the importance of good quality cleaning	√		√	√	
4	Experience of working within an educational setting		√	√	√	
Skills and Abilities						
1	Good communication skills	√		√	√	√
2	Can exercise initiative and independent action	√		√	√	√
3	Takes responsibility and accountability	√		√	√	√
4	Professional approach to the role	√		√	√	
Personal Qualities						
1	Team player	√		√	√	√
2	Commitment to professional development	√		√	√	
3	Commitment to Equal Opportunities	√		√	√	