



We Co-operate
We Pioneer
We Belong



Cleaner – 20hrs Application Pack

Dear Colleague

Welcome to Kingsway Park High School and thank you for your interest in us.

Kingsway Park High School is proud to be a vibrant, inclusive and diverse school with approximately 1350 students, 47 different nationalities and 25 spoken languages. We have state-of-the-art facilities, and we provide an individualised and unique curriculum offer for all students regardless of their starting point, gender, ethnicity, faith or need.

We care for, nurture and develop the whole child while improving aspirations, learning and achievement for all. In addition to ensuring each student's academic potential, we also prepare them to be socially responsible citizens who can flourish in society and give back to their local community. We seek to remove any barriers of inequity, which prevent equality of opportunity so that all students can aspire and be inspired to realise their dreams.

Our school has a strong sense of community, purpose and belonging. We value our students and recognise that success looks and feels different for each one of them. However, what is consistent is our team of passionate, enthusiastic and committed staff who work relentlessly in the pursuit of excellence for the students and community we serve.

We have a strong commitment and belief in developing staff at all levels. We seek to recruit and retain colleagues whose drivers match our school ethos and are committed to their own professional development. Successful candidates will receive a high-quality induction, appraisal, continuous development programmes (including nationally recognised leadership qualifications), and opportunities to contribute to whole school impact projects throughout their Kingsway careers.

I hope you find this application pack helpful in making your decision to apply for this exciting career opportunity. If you have any questions for us, do get in touch, we are always here to help.

I would like to thank you for your application, investment of time and - whatever the outcome - I wish you well in the future.

Yours sincerely



Simon Ward
Headteacher

SSP 02 – 03 (FTE - £24,413 - £24,796)

Making your application

I hope that when you read this pack you are inspired to apply for the post.

Application

- To apply, please visit our website and apply through **My New Term**.
- Our website: [Our Vacancies - Altus Education Partnership](#)
- Provide a supporting statement of no more than two sides of A4, addressing the criteria in the person specification.

Deadline

The deadline for the post is **Monday 15th June 2026** (to arrive no later than 12.00 midday).

Interviews are expected to be held **Tuesday 22nd June 2026**.

Shortlisting

Regrettably, we are unable to inform candidates who have not been shortlisted. If you do not hear from us, please consider your application unsuccessful this time.

Salary

The post will be paid on the School Support Scale, **SSP 02 – 03 (FTE - £24,413 - £24,796)**

The actual salary for this role, based on 20 hours per week, term time only plus 4 weeks worked during school closure periods, is £12,571.08 - £12,768.30 per annum.

Start Date

ASAP – Dependant on notice period

For an Application Pack

1. Visit www.altusep.com
2. Contact Caroline Sullivan – HR Officer: recruitment@altusep.com
3. Telephone 01706 769999

Reward Package & Additional Benefits

We offer a comprehensive package, including membership of our outstanding Teachers' Pension Scheme; our 'Employee Benefits Programme' which provides a range of options including:

- Our Cycle to Work Salary Sacrifice Scheme
- Free access to Employee Assistance Programme, offering guidance, support and counselling on a range of subjects
- Generous holiday entitlement

Altus Education Partnership is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. This position is subject to an Enhanced DBS check under the Rehabilitation of Offenders Act 1974. In accordance with the recommendations set out in KCSIE the Trust carries out online searches on shortlisted candidates. It is also Trust policy to contact at least 1 reference prior to interview.

Background Information

Kingsway Park High School

Kingsway Park High School joined the Altus Education Partnership in February 2022. KPHS students live in and travel to us from communities all over Rochdale and the surrounding areas. We are very proud of the high-quality facilities, resources, and environment that we provide for both staff and students.

We hold our school values of **Trust, Professionalism, Integrity, Respect, Kindness and Effective Communication** at the core of everything we expect from our students. Students are awarded when they consistently demonstrate our values.

If you would like to visit the school to get a feel of who we are and where we are going, we would warmly welcome you.

Altus Education Partnership

Altus Education Partnership is a Multi Academy Trust and was established in 2017 through Rochdale Sixth Form College, an Ofsted Outstanding provider, and grew from the Trust's desire to improve education in the borough of Rochdale as a whole.

The Trust currently comprises five academies, including ourselves. The other four academies are:

- **Rochdale Sixth Form College**, opened in 2010 to address the significant underachievement in A level performance in the borough. Since then, it has dramatically raised achievement in the area and is recognised nationally as a centre of excellence. The College is Ofsted Outstanding, Sixth Form College of the Year 2021, and regularly ranks among the highest performing colleges in the country in both the DfE's Performance Tables and the National Achievement Rate Tables.
- **Edgar Wood Academy** opened in 2021 under Wave 13 of the Free Schools Programme. While the school was judged Requires Improvement at its first inspection, Ofsted has since recognised that the school is improving, and we are confident in the direction of travel. The Academy is building a strong reputation locally and benefits from a committed staff and leadership team focused on rapid progress.
- **Bamford Academy** is an Ofsted-rated Good primary school providing a caring and nurturing environment. It is a popular first choice for many families in the area.
- **Caldershaw Primary School** joined the Trust on 1 July 2025. It is Ofsted Outstanding and one of the most oversubscribed primary schools in Greater Manchester.

Altus is on the cusp of further growth, with three additional schools currently considering academisation in the autumn term.

We also benefit from strong local partnerships. Most notably, and uniquely within the post-16 sector, Altus has a Memorandum of Understanding with Hopwood Hall College, coordinating curriculum and supporting seamless transition for students into post-16 education.

Job Title:	Cleaner
Reports to:	Cleaning Supervisor
Contract:	Permanent - 20 hours per week Term Time plus 4 weeks (43 weeks per academic year)
Salary:	SSP 02 – 03 (FTE - £24,413 - £24,796) Actual Salary - £12,571.08 - £12,768.30
Start Date:	As per notice period

About the Role:

Kingsway Park High School is seeking a reliable and hardworking Cleaner to join our premises team.

Our cleaning team plays a vital role in ensuring that our school remains a clean, safe and welcoming environment for over 1,300 students, staff and visitors every day. The work you do directly contributes to the wellbeing, safety and success of our school community.

This role is based on a split-shift pattern:

Monday to Friday

- 6:00am – 8:00am
- 3:00pm – 5:00pm

Working as part of a supportive team, you will be responsible for maintaining high standards of cleanliness across classrooms, offices, corridors, toilets and communal areas.

No two days are exactly the same, but you will take pride in ensuring that the school environment is ready for learning each morning and restored to a high standard at the end of each day.

Experience of cleaning is desirable but not essential. We are looking for people who are reliable, take pride in their work and are committed to maintaining high standards.

Overall Purpose of the Post

- To provide a high-quality cleaning service across Kingsway Park High School, ensuring that the school environment is clean, hygienic, safe and welcoming for students, staff and visitors.
- To work as part of the premises team in maintaining excellent standards of cleanliness throughout the school site and supporting the school's commitment to providing an outstanding learning environment.

Key Responsibilities

Cleaning Duties

- Clean designated areas including classrooms, offices, corridors, stairwells, toilets, changing facilities and communal areas.
- Vacuum, sweep, mop and polish floors as required.

- Dust and wipe surfaces, furniture, fixtures and fittings.
- Clean internal glass, doors and partitions.
- Empty waste bins and dispose of waste appropriately.
- Clean and sanitise toilet facilities and replenish consumables.
- Undertake periodic deep-cleaning tasks during school holidays.
- Ensure designated areas meet agreed cleaning standards.

Health, Safety and Security

- Use cleaning chemicals, materials and equipment safely and in accordance with COSHH guidance.
- Immediately report hazards, defects, spillages or maintenance issues.
- Ensure cleaning equipment is maintained in a safe and serviceable condition.
- Follow all school health and safety procedures.
- Maintain safe storage of cleaning products and equipment.

Team Working

- Work collaboratively with colleagues within the premises team.
- Attend relevant training and development activities.
- Support colleagues during periods of absence where required.
- Contribute positively to maintaining a professional and respectful working environment.

Safeguarding

- Maintain an awareness of safeguarding responsibilities and report concerns in accordance with school procedures.
- Promote a safe environment for all students, staff and visitors.

Wider School Contribution

- Participate in relevant training and professional development activities.
- Support the school's safeguarding responsibilities and promote the welfare of children and young people.
- Contribute positively to the wider life and ethos of the school.
- Provide first aid support if trained and required as part of the role.
- Support educational visits, events and other operational activities where appropriate.
- Undertake any other duties commensurate with the grade and nature of the post as reasonably required by the Line Manager or Leadership Team.

General Responsibilities

- To be an ambassador for the school and consistently embody the school intent of 'We Cooperate. We Pioneer. We Belong.'
- To model the core values of the school in your professional life and to promote and develop the school's vision, ethos, aims and objectives.
- To establish a culture that promotes excellence, equality, and high expectations for all students.

- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the school and to maintain good discipline.

Health and Safety

- Promote the safety and wellbeing of students and help to safeguard students' well-being by following the requirements of Keeping Children Safe in Education and our school's child protection policy.
- Report safeguarding, health and safety, maintenance or operational concerns promptly using school systems and procedures.

Professional Development

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school.
- Take part in the school's appraisal procedures.

Personal and Professional Conduct

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
- Have professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Any other reasonable duties as requested by the Line Manager, Headteacher or member of the Senior Leadership Team that are not specified in this job description.
- Respect individual differences and cultural diversity.

Other:

- The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. An enhanced DBS check will be carried out on the successful candidate.
- The Trust is committed to equal opportunities for all.
- The successful candidate will be required to complete a satisfactory medical screening assessment and provide two satisfactory references, identity check and right to work.
- The terms and conditions are specified within the contract of employment.

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading. The person appointed will be expected to work flexibly and the exact nature of the duties described above is subject to periodic review and is liable to change.

Person Specification

No.	CATEGORIES	Essential/ Desirable	Assessed by:	
			App Form	Interview
QUALIFICATIONS AND EXPERIENCE				
1	Appropriate knowledge of first aid or willing to train.	E	√	√
2	Willingness to undertake relevant training (e.g., COSHH, manual handling).	E	√	√
3	Experience of cleaning in a commercial or school environment	D	√	√
4	Experience of using cleaning equipment and materials correctly	D	√	√
SKILLS AND KNOWLEDGE				
5	Demonstrates excellent punctuality and reliability	E	√	√
6	Knowledge/understanding of Health & Safety including COSHH regulations.	E	√	√
7	Ability to follow instructions and work to schedules	E	√	√
8	High degree of energy, resilience, and enthusiasm	E	√	√
9	Excellent oral communication skills and a calm, confident manner	E	√	√
10	Ability to take charge of students when required and maintain acceptable behavioural standards	E	√	√
11	Ability to work as part of a team and independently using own initiative	E	√	√
12	Able to maintain confidentiality at all times.	E	√	√
13	Understanding of matters relating to safeguarding of children in terms of their health, safety, welfare, and mental wellbeing.	E	√	√
14	Commitment to the values of Kingsway Park High School and Altus Education Partnership	E	√	√



Kingsway Park
HIGH SCHOOL

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