



## JOB DESCRIPTION

**JOB TITLE:** CLEANER

**SCHOOL:** PILTON INFANTS SCHOOL



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### JOB PURPOSE:

To work on your own or as part of a team providing a cleaning service to all parts of the school in accordance with the specified standards. The post holder is expected to be sympathetic towards the pupils and the ethos that the staff have developed and to carry out their duties accordingly.

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### RESPONSIBLE TO:

Premises Manager / Head of School

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### RESPONSIBLE FOR:

Individually or as part of a team, undertake any cleaning duties necessary to meet the required standards within a designated work area. Work areas may be designated from time to time.

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### PRINCIPLE DUTIES:

Duties will include cleaning, washing, sweeping, vacuum cleaning, emptying litter. Recycling bins, cleaning work surfaces, filling of recycling skips, cleaning of windows, polishing and dusting of the designated areas, which may include toilets, fixtures and fittings, using where appropriate powered equipment.

Duties may vary between term and closure periods.

Assist in the moving of furniture and moveable fittings, to aid cleaning duties.



Registered Office: Pilton Bluecoat Academy, Abbey Road, Barnstaple EX31 1JU T:01271 345952

Mr Ian Thomas – Executive Headteacher



Assist in securing the premises, e.g. shut windows, switch off lights, and lock doors. To be aware of and adhere to the security needs of the premises.

Replenish consumables as required and report stock shortfalls to line managers.

Undertake external cleaning duties if instructed.

Immediately report any building defects and vandalism to the Premises Manager/Trust Business Manager.

Observe all Health and Safety requirements at all times.

To take part in training when required to do so.

Any other duties of a similar level or nature.

This outlines the main duties required for the time being to indicate the level of responsibility. It is not a comprehensive or exhaustive list and it cannot anticipate future service demands.