



Cleaning Operative

One ATT Applicant Pack

Supporting education across

Academy Transformation Trust



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About this pack

This applicant pack has been designed to help you understand Academy Transformation Trust, our ATT2030 strategy, the purpose and impact of the Cleaning Operative role, and the skills, knowledge and behaviours required to be successful.

A Welcome from Our Chief Executive Officer

Thank you for your interest in joining Academy Transformation Trust. Choosing the right next step in your career is an important decision, and I am delighted that you are considering doing so with us.

At ATT, we are driven by a simple but profound belief: every child can and should become capable, competent and confident. Our purpose is to transform lives through education, and our strategy, ATT2030, sets out how we will achieve this for every pupil, every colleague and every community we serve.

We know that people are at the heart of everything we do. Our Trust thrives because of the talent, dedication and values of our colleagues. If you choose to join us, you will become part of a high-trust, high-

accountability organisation where leaders are empowered, colleagues are supported to grow and everyone is united in the moral purpose of education.

I wish you every success with your application. Whether or not you go on to join us, I hope you will recognise that ATT is a community committed to excellence, belonging and becoming, and to ensuring that all of us, pupils and adults alike, leave more capable, more competent and more confident than when we arrived.



Mark McCourt

Chief Executive Officer
Academy Transformation Trust



About

Academy Transformation Trust

At Academy Transformation Trust (ATT), our ambition is that every person who passes through our schools and colleges becomes an educated person, able to take a rightful place in the community of educated people and contribute positively to society.

We believe that education transforms lives. Through ATT2030, we have set out a clear and ambitious strategy designed to ensure every pupil, colleague and community benefits from excellent leadership, strong culture and high-quality provision.

Our goal is simple yet profound: that everyone who learns or works within ATT becomes Capable, Competent and Confident.

As one of the country's largest multi-academy trusts, ATT combines the strength of a national organisation with the belief that decisions should be made as close as possible to the children, families and communities we serve. We are a high-trust, high-accountability organisation where leaders are empowered to lead, colleagues are supported to grow and expertise is shared across our schools and central services.

ATT2030:

Our Vision, Values and Goals

ATT2030 is our long-term strategy for transforming lives through education. Everything we do is guided by our belief that people flourish when they experience both Belonging and Becoming.

Our Values

- Belonging & Becoming: we meet people where they are and refuse to leave them there.
- Integrity & Excellence: we act ethically, demonstrate professionalism and strive for excellence in everything we do.
- High Trust, High Accountability: we combine professional autonomy with clear accountability and collective responsibility.

Our Three Goals

- Capable: developing people with the knowledge, skills and experience needed to succeed.
- Competent: ensuring individuals possess the judgement, habits and expertise to perform effectively and consistently.
- Confident: creating cultures where people feel valued, supported and empowered to contribute their best.

Why Join Academy Transformation Trust?

At ATT, we believe exceptional outcomes for pupils begin with exceptional experiences for colleagues. Our People Strategy 2025-2030 places colleagues at the centre of our success.

By joining ATT you will become part of a collaborative, values-driven organisation that invests in professional development, wellbeing and leadership at every level. You will work alongside talented colleagues who are united by a common purpose: transforming lives through education.

Job Description

Purpose of the job

To undertake day to day cleaning and sanitisation of the building and facilities, ensuring Health & Safety compliance at all times.

Key Responsibilities

- To ensure that a high level of cleanliness is maintained throughout the school on a daily basis.
- Each cleaner will be responsible for an area and will be expected to clean to the frequency and standards set out.
- To ensure all Academy standards and procedures are adhered to.
- To use cleaning materials appropriately, in accordance with manufacturer's instructions and COSHH regulations; inform Supervisor when stocks are low.
- To ensure that tools and equipment are in good working order, reporting any faults to their Supervisor.
- Empty and clean bins and remove waste/clinical waste/sharps to the designated areas.
- Vacuuming carpeted areas and material covered furniture.
- Clean high hygiene areas e.g. toilets, kitchen.
- Dusting and damp wiping edges and legs around the rooms.
- Mop and damp sweeping hard surface floors
- Laundry and/or other additional duties
- Report to their Supervisor any defects seen which are likely to affect security or Health and Safety.
- To be aware of their responsibilities for Health & Safety of themselves and others.
- Undertake any other duties, which may reasonably be regarded as within a nature of the duties, responsibilities and grade of the post as defined.

General Duties:

- To maintain the agreed standard of dress and appearance
- To ensure all tasks are carried out with due regard to Health & Safety.
- To undertake appropriate professional development including adhering to the principle of performance management.
- To adhere to the ethos and values of the academy.
- To set an example of personal integrity and professionalism.
- To attend appropriate meetings as directed by the academy/Trust leadership teams.
- Any other duties as commensurate within the grade in order to ensure the smooth running of the academy.
- Observance of the Trust's equal opportunities policy.

Safeguarding:

- Individuals have a responsibility for promoting and safeguarding the welfare of children.
- To have due regard for safeguarding and promoting the welfare of children and to follow the child protection procedures adopted by the academy.

The duties and responsibilities of this post may vary from time to time according to the changing demands of the academy. This job description may be reviewed at the reasonable discretion of the Principal in the light of those changing requirements and in consultation with the postholder. In any event the Principal reserves the right to review and amend the job description.

The Job Description is a description of the job to be undertaken and performed to the satisfaction of the Principal by the postholder. It does not form part of the contract of employment. Academy Transformation Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment by observing the academy's Safeguarding policies and procedures.



Person Specification

Cleaning Operative

The person specification below sets out the knowledge, experience, behaviours and values required for success in this role. It is designed to support a fair, transparent and values-led recruitment process.

	Essential	Desirable	How will this be demonstrated
Professional Qualifications and learning	Literacy and Numeracy	- Health & Safety Training - Specialised Equipment Training	Application form / formal interview / evidence checks
Experience	- Previous experience in a similar environment, basic cleaning methods and the use of equipment. - Teamwork	- Working with children - School based experience - Previous cleaning experience	- Application form - Interview - References

	Essential	Desirable	How will this be demonstrated
Competencies	• Ability to work on own initiative and within a team • Willingness to undertake training and train other employees as directed • To understand customer needs and provide a high standard of customer service • Ability to handle staff and workplace difficulties with diplomacy • Strong commitment to the workplace • High level of punctuality and attendance • Able to work additional hours and outside of normal working hours when necessary.	• N/A	• Application form • Interview • references
Values	• Ability to establish positive and professional relationships with staff, visitors and students. • Interpersonal and communication skills. • Ability to meet the physical demands of the role. • Ability to keep calm under pressure. • Good time keeping	• N/A	• Interview • references
Other requirements	• Must be able to work flexibly and within contracted hours • Attendance at meetings, as required.	• N/A	• Interview • references



Working at ATT

We are committed to creating an exceptional colleague experience. Through our People Strategy, colleagues are encouraged to belong, become, contribute and thrive.

- **Belong:** feel welcomed, respected and connected.
- **Become:** develop professionally through learning, coaching and leadership opportunities.
- **Contribute:** make a meaningful difference through purposeful work and high professional standards.
- **Thrive:** experience wellbeing, fulfilment and a positive working environment.

ATT Institute and Professional Development

At ATT, we believe professional growth is fundamental to organisational success. The ATT Institute provides a framework for continuous professional learning, supporting colleagues at every stage of their career.

The Finance Business Partner will have opportunities to contribute to and benefit from Trust-wide development initiatives, cross-functional collaboration and professional networking.

Employee Benefits and Wellbeing

ATT is committed to supporting colleague wellbeing and creating an environment where people can thrive professionally and personally.

- Access to Vivup benefits platform.
- Flexible and agile working opportunities where appropriate.
- Employee wellbeing support.
- Professional development opportunities.
- Trust-wide career progression opportunities.
- Professional networks and communities of practice.

Recruitment and Selection Process

You can expect the recruitment and selection process to be transparent, values-led and aligned with the job description and person specification.

- Candidate information that gives clear detail about the role, responsibilities, pay and development opportunities.
- A point of contact within the Trust recruitment team to advise on each step of the process.
- A comprehensive vetting process that meets safer recruitment expectations.
- Selection for interview based on the job description and person specification.
- An opportunity to ask questions and engage in a full interview discussion about the role.
- Timely communication about the outcome and an opportunity to receive feedback.

Induction and Onboarding

If successful, you will receive a Trust induction and a role-specific induction designed to help you understand the policies, systems, relationships and priorities that will enable you to succeed.

- Regular opportunities to meet with your line manager.
- Information about policies, processes and procedures relevant to the role.
- Access to the equipment and systems needed to begin the role effectively.
- Connections with key colleagues across finance, operations and academies.

Safeguarding Commitment

Academy Transformation Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all colleagues and volunteers to share this commitment and to uphold the highest standards of safeguarding practice.

All appointments are subject to robust safer recruitment procedures and appropriate pre-employment checks in line with statutory guidance.



How to Apply

Location: Sutton Community Academy, High Pavement, Sutton-in-Ashfield, Nottinghamshire, NG17 1EE

Start Date: As soon as possible

Closing Date for applications: Tuesday 29 September 2026, 09:00am

Interview Dates: To be confirmed

Salary: NJC 3, £5,664 (Actual) / £24,795 (FTE)

Status: Permanent, 10 hours per week, 39 weeks per year (term time only)

Applications should be submitted via our recruitment platform, **MyNewTerm**.

Candidates are encouraged to use the person specification when completing their application and to clearly demonstrate how their knowledge, skills, experience and values align with the requirements of the role. We welcome applications from individuals who share our commitment to transforming lives through education and who can contribute positively to our culture of belonging, becoming and continuous improvement.

Potential applicants are encouraged to arrange an informal discussion with the academy ahead of submitting an application. Please contact the school office via email at sca-office@attrust.org.uk or telephone on 01623 980055 to arrange a convenient time.