

University Academy Long Sutton

UNIVERSITY ACADEMY
LONG SUTTON



UNIVERSITY OF
LINCOLN



“Transforming lives”

Job Application Pack: Relief Cleaner

Paid claim basis

Salary: £12.69 per hour + £1.85 holiday allowance

Start date: As soon as possible

Principal's Welcome

It is a privilege to welcome you to the University Academy Long Sutton (UALS). At UALS, our core purpose is to deliver exceptional educational opportunities and experiences, ensuring that every pupil is supported to achieve their full potential. We are committed to creating an environment that values academic excellence, personal development, and social responsibility.

We are entering an exciting stage in the Academy's journey and are particularly proud of our move into brand new, state-of-the-art facilities. These outstanding resources will significantly enhance teaching and learning, enabling us to broaden our curriculum and provide a rich range of opportunities that reflect the diverse interests and ambitions of our pupils.

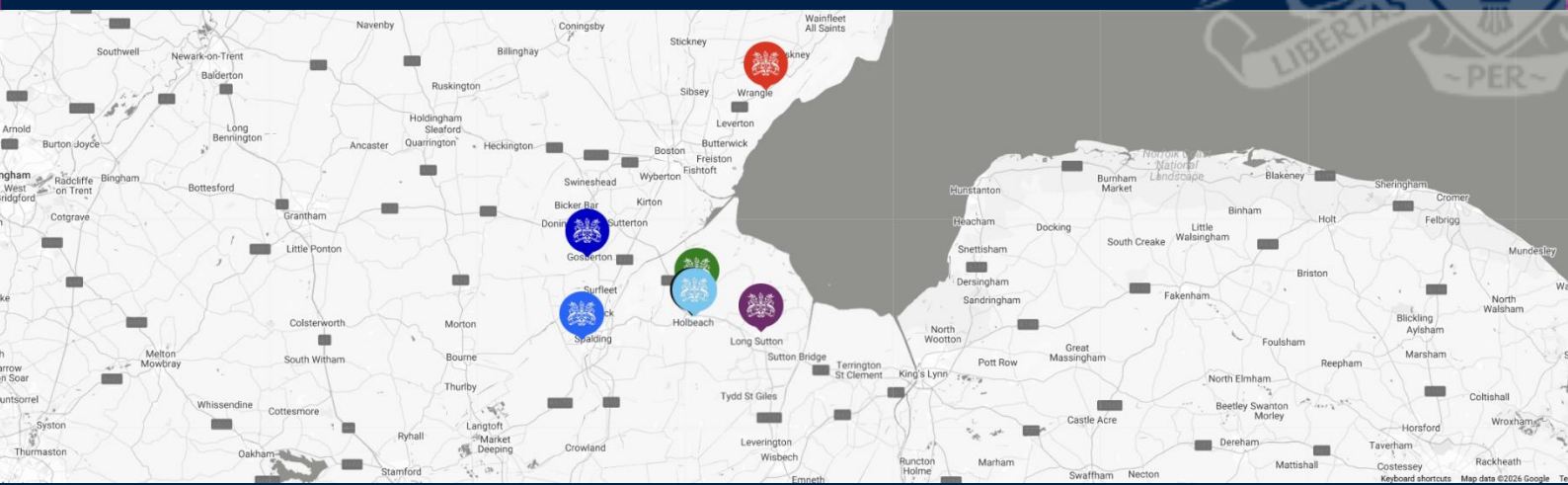
We believe wholeheartedly in the transformative power of education and the vital role it plays in improving life chances. At UALS, pupils are guided towards successful pathways into training, employment, and further or higher education. Our dedicated and skilled staff work relentlessly to inspire, challenge, and support pupils, helping them to develop confidence, resilience, and a strong sense of purpose.

We encourage you to explore our website to gain an insight into life at UALS, from our vibrant community and enrichment opportunities to our academic achievements. We look forward to welcoming committed and passionate professionals who share our ambition to foster a culture of high expectations, aspiration, and success for all.

For information about our Trust please visit www.uolat.co.uk. In the section for 'How to Apply' later in the pack there is also further information about visits and making contact. These are warmly welcomed.

Liam Davé

Principal



About the Role

Thank you for your interest in our recent advertisement for the above position at University of Lincoln Academy Trust, University Academy Long Sutton.

We are looking to recruit a Relief Cleaner to join our successful cleaning team to ensure high standards of cleaning are maintained throughout the Academy. You will be responsible for ensuring our school is a clean, hygienic, and safe environment.

This is a physically demanding role, and some flexibility is required throughout the year to meet school demands. Previous cleaning experience would be desirable, but not essential, as full training will be given.

The hours are between 2 to 4 hours per night (Monday – Friday) on a 'zero' hours contract. The usual working hours are between 3:30pm – 7:00pm.

Candidates should be capable of using cleaning machinery.

Early applications are encouraged. We reserve the right to interview and appoint prior to the closing date of the advertisement, should we identify an appropriate candidate.

Applicants please note this post is subject to Enhanced DBS Clearance. It is an offence to apply for the role if the applicant is Barred from engaging in regulated activity relevant to children. This Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants may be subject to an online presence check.

This post is subject to the following checks:

- ☐ Enhanced DBS Disclosure
- ☐ Barred List Check
- ☐ Childcare Disqualification Check
- ☐ Prohibition Check
- ☐ Section 128 Check (where applicable)



How to Apply

If you wish to know more about this exciting opportunity, need further information or would like to arrange an informal discussion or visit please contact Ellie Carter (PA to Principal) using cartere@uals.org.uk who will arrange this with our Cleaning Supervisor.



mynewterm

Closing Date:

Monday 23rd February 2026

Apply on MyNewTerm and complete all sections in full.

Interviews:

Monday 2nd March 2026

References will be obtained after shortlisting and prior to interview. Please ensure that contact details are accurate.

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Relief Cleaner

Job Description

Ambition | Inclusion | Integrity

Job Title: Relief Cleaner

Salary: £12.69 per hour + £1.85 holiday allowance

Start Date: As soon as possible

Reports to: Cleaning Supervisor

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Job Purpose & Key Responsibilities

To provide an on-site cleaning service for a specified area, undertaking cleaning tasks set out in a local schedule of work.

Specific areas of responsibility and key tasks

General Responsibilities

- To be responsible for the cleaning of a specified area in accordance with County Council's current specification to achieve County standards.
- To safely store cleaning materials and equipment.
- To report the immediate supervisor (or other designated person) any problems relating to cleaning equipment and materials.
- To carry out wet work duties as required.

Creativity and Innovation

- Little or no opportunity for creativity or innovation

Contact and Relationships

- Contact with Line Manager and/or Principal. Some contact with teaching staff or pupils.

- Direct and supervise support staff assigned to you and, where appropriate, other teachers.
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to you in accordance with Academy policies.

Decisions

- Discretion - Limited opportunity for discretion work is within clearly defined procedures, postholder is able to prioritise some tasks, for example order of cleaning.
- Consequences - Impact on the cleanliness within the school, which can be easily identified and quickly remedied.

Resources

- Cleaning equipment, buffer, vacuum cleaner, cleaning materials etc

Work Environment	• Work demands - Work may be carried out in different order but does not affect the programme of work. • Physical demands - Physical effort necessary to carry out cleaning role, bending, manual handling, pushing e.g. use of buffer. • Work conditions - Some lone working may be necessary. Possible exposure to human waste and/or bodily fluids. Exposure to normal levels of dust found within a school environment. • Work context - Post holder will be working with cleaning materials and equipment.
Knowledge	• The post holder should have an understanding of Health and Safety contained in the Guidance Booklet for Caretakers and Cleaners. • Safe working methods to be used in accordance with COSHH assessments for hazardous substances.
Requirements for all Colleagues	• To promote and uphold the Academy's Mission Statement, values and strategic objectives. • To comply with the Academy's policies and procedures, including those relating to health and safety, safeguarding, welfare and security. • To work positively with colleagues, pupils, parents and other partners, regardless of their gender, ethnicity, sexuality, age or disability. • To attend briefings and staff meetings as required. • To participate in the Academy's Performance Management Review scheme and undertake professional development and training as required. • To be a positive role model and to take responsibility for promoting good standards of behaviour and conduct. • To undertake other duties that are in accordance with the purpose and grade of the post as agreed with the Chief Executive Officer. • Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

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Relief Cleaner Person Specification

Ambition | Inclusion | Integrity



Relief Cleaner Person Specification



a) Qualifications	Essential	Desirable
Able to communicate clearly, understand and follow instructions	Y	
Experience of undertaking general cleaning duties.	Y	
b) Experience, Knowledge and Skills	Essential	Desirable
Ability to carry out general cleaning duties as detailed in the job description	Y	
Is punctual and reliable	Y	
Ability to manage time effectively to complete tasks to a high level		
Ability to prioritise work	Y	
Able to work with minimum supervision	Y	
Ability to work both alone and within a team to achieve specified standards	Y	
Be flexible to changing demands of the post	Y	
Willingness to work occasionally outside of contracted hours (e.g. Parents Evenings)	Y	
Awareness of Health and Safety issues	Y	
Awareness of COSHH	Y	
Be totally committed to the safeguarding and welfare of children	Y	
Commitment to undertaking relevant training.	Y	
e) Safeguarding	Essential	Desirable
Knowledge of the statutory requirements of KCSIE together with experience of Child Protection, Safer Recruitment and Safeguarding procedures.	Y	
Commitment to form and maintain appropriate relationships and personal boundaries with young people	Y	
Commitment to safeguarding and promoting the welfare of young people	Y	
Understanding of how best to promote the health, safety and well-being of young people	Y	

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to satisfactory references, which will be requested, prior to interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications plus verification of the right to work in the UK.

We will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Whilst every effort has been made to outline the key duties and responsibilities of the role, it is not an exhaustive list. The duties and responsibilities of the role may vary from time to time, commensurate with and without changing the general character of the duties or the level of responsibility entailed and would not in itself justify a reconsideration of the grading of the post



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