

# Recruitment Pack

## Cleaner

Band 2

12.5 hours per week 3:15pm to 6pm Term Time Only

Actual £6,911.52 per year



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## Welcome from Headteacher

Welcome to St John's CE Primary School where you will find a welcoming, inclusive and committed community of learners.

Our school serves its community by providing an education of the highest quality within the context of Christian belief and practice. Our school offers a community where everyone is a person known and loved by God, supported to know their intrinsic value. At St John's, we believe that all children are made in the image of God and are unconditionally loved by God. As a school community, we shape our work around our core Christian Values of endurance, wisdom, compassion and interior posture.

***"I came that they might have life, and have it abundantly." John 10:10***

At St John's we pride ourselves on our knowledge of our children: the children come first in all that we do. We work hard to know every child, to know their strengths and interests, so that their learning is always challenging and interesting. We work closely with families to ensure that our families are empowered to support their children within and beyond school.

We are a popular two-form entry primary school with a nursery. The school is situated in exceptional grounds and draws children primarily from Bierley and the Holmewood estate. The team at St John's work hard to ensure our curriculum is inspiring for our children, responding to their needs both academically and personally, building individual, independent children as they leave our school.

We help our children to truly 'Believe and Succeed'.

During their time at our school, our children develop their own beliefs, learning that these underpin their own character and behaviour. In turn, our children learn that their own character will indeed determine how and what they will succeed in.

We are proud to be part of the Bradford Diocesan Academies Trust (BDAT) family of schools. If you would like more information about our school or BDAT, you can browse our website [www.stjohnscephprimary.co.uk](http://www.stjohnscephprimary.co.uk) or visit the [BDAT](#) website.

**Andrew Knight**  
Headteacher

# Vision and Values

## The School's Vision

Working within the context of Christian beliefs and practice:

At St John's our children and their families always come first.

We value our children's feelings, creativeness and success in their learning equally, helping each child's love of learning grow, whilst also developing their interior posture.

At St John's our Core Christian Values are

Compassion      Interior Posture  
Wisdom      Courage and Endurance

Life in all its fullness at its heart

John 10:10

## School and the Church

Our school was originally affiliated to the old St. John's Church on Tong Street.

We have developed a strong bond with St. Christopher's Church on Holme Wood and we regularly seek to maintain this valuable link in a variety of ways. As we relocated to Bierley we are a bi-parochial church school. This means that the school will serve the Christian Education needs of two parishes, Tong/Holme Wood and Bierley. The bond which our school has with Holme Wood has been extended to include Bierley and has made our Christian influence stronger as a result.

**We know that much of the true Christian ethos of our school originates in the influence which our churches have on the daily life in school.**

As with all relationships, those worth keeping need continual two-way effort and encouragement. We know that much of the true Christian ethos of our school originates in the influence which our churches have on the daily life in school. We are lucky that both of our vicars take an active part in promoting the interests of the school and are often to be seen performing a variety of roles in our everyday routines. In this way we continue to work closely with our two parishes to ensure that this church influence is as strong and effective as it possibly can be.

**The Open Book**  
The Bible, revealing the truth of God's word to us.

**The Rope**  
From Ecclesiastes chapter 4 vs 12 "A rope made of three cords is hard to break". The strength of St John's lies in us all working together with a common purpose.

**The Eagle**  
From Revelation chapter 4 vs 6-10, where animals are representative of the four Gospel writers - in this case, of course, John.

**The Dove**  
Representing the Holy Spirit, truth, wisdom, power, purity and peace.

  
**St John's**  
C of E Primary School

## Application Process

If you think you can give our children the love and support they need, please email our People Team at St John's CE Primary on [stj-people@stj.bdat-academies.org](mailto:stj-people@stj.bdat-academies.org) to arrange a chat or a visit with our Headteacher.

The closing date for applications is 12 noon on Friday 10<sup>th</sup> April 2026. Shortlisting will be on 13<sup>th</sup> April 2026 and candidates informed.

Please visit the Careers Opportunities tab on our website [www.stjohnscephprimary.co.uk](http://www.stjohnscephprimary.co.uk) and click 'Apply Now' where you will be re-directed to My New Term and you will be able to create a candidate login and be taken through the application process online. All updates will be sent through the My New Term system.

Interviews will be held on Wednesday 15<sup>th</sup> April 2026. Start date as soon as possible.

*Please note: We may withdraw this advertisement early if we appoint a suitable candidate, in line with our safer recruitment procedures.*

***St John's Church of England Primary School is strongly committed to safeguarding and promoting the welfare of children. All posts are subject to satisfactory vetting, including a satisfactory enhanced disclosure from the DBS.***

### Inclusion

As a Trust we are an inclusive employer. We welcome applications from candidates of all backgrounds, faith, ethnicities or with any protected characteristics. We are simply looking for the very best candidate for the job and will assess your application only on the information in your written application or your performance at interview should you be successfully shortlisted.

We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, gender, religious beliefs, marital status, sexual orientation, or disability. The person specification sets out the criteria used to assess candidates through the selection process.

# Bradford Diocesan Academies Trust (BDAT)

St John's CE Primary School is an academy within Bradford Diocesan Academies Trust. If you are successful in being appointed, the Trust will be your employer.

## General Information and Background

Bradford Diocesan Academies Trust (BDAT) is a Multi- Academy Trust (MAT) supporting a number of primary and secondary academies in Bradford. BDAT is the only Church of England MAT operating in Bradford and is part of the Diocese of Leeds. BDAT is a charity, governed by a board of trustees who are responsible for, and oversee, the management of the company. The Memorandum and Articles are available on the Trust's website at [www.bdat-academies.org](http://www.bdat-academies.org).

## Our mission statement

"The Trust's mission is to provide an education of the highest quality within the context of Christian belief and practice." We believe every child only has one chance at a good education.

In practice, as a Trust, we seek to work with and alongside the academies in our Trust to provide a good quality of education to all children in our academies. The Trust does this through operating a light touch support role for academies at times of challenge and by establishing collaborative structures and processes to enable them to work together and share good practices. As our family of academies continues to grow, we are constantly looking at how we can continue to improve to establish effective and efficient ways of partnership working. We believe this means we are big enough to achieve business economies of scale whilst being small enough to retain our family of schools approach where we are truly able to know, understand and support each other.

## Our Christian ethos

BDAT is a proudly Christian organisation committed to providing high-quality education for all within an ethos which encourages academic, vocational, mental, physical, and spiritual opportunities and development for each member of its academies. Whilst robust Christian principles underpin the work of the academy, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. It is for this reason that we choose to support and sponsor Non-Church of England academies, as well as those within the faith.

## ICARE

At BDAT we have considered the importance, effectiveness and sustainability of how we tackle issues like racism and other types of discrimination across all areas of our MAT and within each of our schools. We have led a Trust wide consultation to ensure we understand what we mean by inclusion and to look at what we can do differently centred around the Trust values: "ICARE". To download our ICARE consultation documents please [click here](#)

## **BDAT People: Our Faculty of Professional and Career Development**

The BDAT Faculty of Professional and Career Development brings together into a single entity all that we currently do to recruit, develop and retain our staff. The faculty provides the strategic direction to ensure that our professional and career development supports school improvement and drives our vision of BDAT as an employer of choice.

By bringing all our work in this area under 'one umbrella' it ensures our staff know about BDAT's development offers and how they can be accessed. <https://bdat-people.org/>



## Job Description Cleaner

Working within the context of **Christian beliefs and practice:**

At St John's our children and their families always come first.  
We value our children's feelings, creativeness and success in their learning equally, helping each child's love of learning grow, whilst also developing their interior posture.

At St John's our Core Christian Values are

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Life in all its fullness at its heart

John 10:10

### **Core Purpose:**

To provide efficient and effective cleaning support to the school, including ensuring that the security and general appearance of the building and surroundings are maintained in accordance with the required high standards.

### **Main Duties / Responsibilities:**

#### ORGANISATION

Cleaners are required to undertake the following duties as directed by the Site Manager using the prescribed methods and frequencies in line with the requirements of the cleaning specification and safe working procedures.

- Emptying waste bins or similar receptacles, transporting waste material to designated collection points;

- Sweeping floors with brushes or dust control mops;
- Mopping floors with wet or damp mops;
- Using electronically powered scrubbing / polishing / vacuuming machines to scrub, polish, spray and clean floors (after receiving proper instruction and training);
- Dusting, damp wiping, washing or polishing the furniture, ledges, window sills and external surfaces of cupboards, radiators, shelves and fittings;
- Replenishing consumable items (soap, toilet rolls, paper towels) if required;
- Cleaning toilets, urinals, hand basins and sinks;
- Using cleaning regimes as directed by the Site Manager in the discharge of cleaning operation or maintenance procedures (after receiving proper instruction and training);
- Undertake wall washing or inside window pane cleaning to a height no greater than body height plus an arm's extension from floor level, during periodic cleaning maintenance programmes.

#### ADMINISTRATION

- Keep a check on cleaning stock levels and inform the Site Manager of low stock levels (e.g. cleaning products);
- Carry out routine administrative tasks required from time to time.

#### RESOURCES

- Operate relevant equipment safely;
- Maintain tidy and organised work spaces and storage areas;
- Check equipment / machinery used and ensure health and safety guidelines are adhered to;
- Provide support to staff as requested and in accordance with own training / skill parameters.

#### GENERAL REQUIREMENTS:

- Adaptable, imaginative, creative and flexible in approach to the work;;
- Self motivating and the ability to identify your own training needs and a willingness to attend relevant training courses or other training
- Promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with;
- To comply with individual responsibilities, in accordance with the role, for health and safety in the workplace;
- Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy;
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment;
- To ensure compliance of GDPR at all times.

## **OTHER CONSIDERATIONS**

To be aware of and comply with policies and procedures relating to safeguarding and child protection; being vigilant for signs that children may be being abused and to report any such suspicions to the school's nominated Designated Safeguarding Lead or the Headteacher.

To adhere to the Staff Code of Conduct.

To act in accordance with the Data Protection Act and maintain confidentiality at all times e.g. access to staff/student/parent and carers files.

Accept and commit to the principles underlying the Schools policies and practices.

Be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act.

Must be legally entitled to work in the UK.

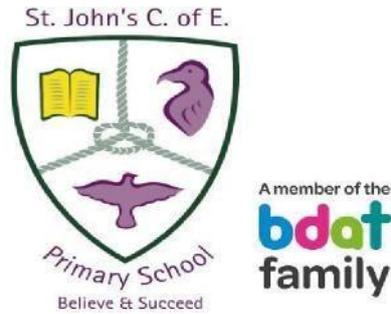
## **FLUENCY DUTY**

In line with the Immigration Act 2016; the Government has created a duty to ensure that all Public Authority staff working in customer facing roles can speak fluent English to an appropriate standard.

For this role the post holder is required to meet the **Intermediate Threshold** Level.

Intermediate Threshold Level – the post holder should demonstrate:

- They can express themselves fluently and spontaneously with minimal effort and,
- Only the requirements to explain difficult concepts may hinder a natural smooth flow of language.



## CLEANER

St John's is a very special place and we need a very special Cleaner to join our family. As a valued member of our team, you will play a vital role in creating a safe, welcoming, and spotless environment where our children can learn, grow, and thrive each day.

Your contribution will be essential in ensuring the school is a place where children feel safe, cared for, and ready to enjoy "life in all its fullness."

Our ideal candidate is a team player with pride in their work and a commitment to making a difference. You will:

- Help create a clean, calm, and orderly school environment.
- Build positive relationships with pupils and staff.
- Bring warmth, reliability, and a positive attitude to every day.
- Show care for the little details that make children feel safe and valued.

*"St John's is a special place and we need a special sort of person;  
someone with sparkle in their eyes."*

*School Councillor, Year 4*

You will:

- Play a fundamental role in shaping the daily experience of our children.
- Be part of a warm, caring, highly successful network of schools.
- Receive support and training to help you excel in your role.
- Feel valued, respected, and appreciated for the vital work you do.
- Join a community filled with kindness, joy, and a sense of belonging.

*"Here at St John's, within the context of Christian beliefs and practice, our children and their families always come first. We value our children's feelings, creativeness and success in their learning equally, helping each child's love of learning grow, whilst also developing their interior posture."*

*Andrew Knight, Headteacher*

You must:

- Have a warm smile that makes every child feel special.
- Take pride in ensuring the school is clean, safe, and cared for.
- Understand that a tidy, hygienic environment helps children feel secure.
- Have a fire in their belly to contribute to the life of the school.
- Are prepared to feel moved by children's kindness, progress, and uniqueness.
- Be able to laugh at some of the jokes our children share even though you don't understand them or find them funny.
- Be prepared to feel loved, noticed, and appreciated by children, families, and staff.

*"From the moment I walked in the door on my visit,  
I knew this was the place I wanted to work."*

*NQT*

*"This school is truly special.  
The community is strong, the leaders are supportive,  
and everyone is valued.*

*The professionalism is exemplary,  
but it's the warmth that stays with you"*

*Mrs T - Supply Teacher*

*St John's*

*Life in all its fullness at its heart*

*John 10:10*

## A message from our children

There is a cleaner job up for grabs at St John's but what kind of person are we looking for?

We are looking for someone who is equally kind, compassionate and considerate. They have to be able to keep our school clean and safe. Obviously we want someone who likes children!

Why St John's? Both children and adults are very welcoming, supportive and respectful. We have three overall rules – ready, respectful and safe. We have four core values – interior posture, kindness, wisdom and endurance. We are well equipped, safe and have the best school dinners in Bradford! We keep each other safe and show kindness and compassion to everyone. We are very considerate as well. Big, small, short, tall - we at St John's accept them all. The children at our school are all different. They are shining examples of our school values and enjoy learning.

You know you need to apply – why wait? Remember this: St John's is a very special place so it needs a very special person!

