



INFORMATION FOR APPLICANTS

Cleaner

**25 hours per week
(Mon-Fri 9:30am – 2:30pm)**

Term Time Only plus INSET days

**Salary Scale 2, points 3-4
(£24,796 - £25,185 FTE)**

Actual salary £14,523 - £14,750 per annum



Dear Candidate



Welcome to All Saints Academy Dunstable.

As I enter into my tenth year as Principal I feel extremely proud to have worked with the local community in transforming this Academy. When I joined in 2015 the Academy was in a category of Serious Weaknesses, and although the improvement journey has not always been smooth, our most recent Ofsted in November 2024 has judged that Personal Development is **Outstanding**, and Behaviour, Sixth Form and Leadership are all **Good**. Historically exam results have been below national average however the recent upward trajectory fills us with confidence that the Quality of Education will soon also reach a good standard.

The following extract from our recent Ofsted report demonstrates how the Academy's strong Christian ethos is driving improvements:

"Pupils enjoy attending All Saints Academy Dunstable. It provides an exceptional range of opportunities that raise pupils' aspirations, develop their character, and broaden their interests.

The school's ethos is at the heart of its exemplary approach to developing pupils' personal qualities and their sense of right and wrong. Pupils fully understand the importance of diversity and respect for all. They embody this in how they treat each other around school. Pupils look out for and help one another. This is because the school is exceptionally inclusive in its culture and approach to teaching difference. It ensures, for instance, that all pupils, including those who are disadvantaged, participate in the rich 'electives' offer, trips and visits."

In December 2024 we had a SIAMS inspection which was again very positive about the work of the Academy and the following strengths were noted:

"The school community greatly value the school's vision, with its focus on dignity and aspiration. It is an appropriate Christian response to the complex context of the school.

Leaders work tirelessly to ensure that the school vision is made real through their strategic and day-to-day decisions. As a result, both adults and students flourish. The meticulous mapping of collective worship alongside the curriculum ensures that students' spiritual and character development are given priority. This enables them to develop as reflective and well-considered young people.

All Saints Academy is a community where adults and students treat each other with dignity and kindness. This means that students, particularly those who are vulnerable, have a fulfilling time at the school.

Students know that their voices are heard by adults at the school. As a result, they grow into a quiet assurance, which enables them to discuss issues with dignity and good humour."

We now need to ensure that all areas of Academy life become Outstanding. We are highly ambitious for everyone and fundamentally believe students should not have ceilings placed on their ability. We welcome teachers and associate staff who believe in having the highest academic expectations for all our students.

If you feel you want to be part of our journey to be an outstanding academy and have a genuine desire to make a difference to children's outcomes, then please apply for this post. We firmly believe that visiting a school is key to deciding whether you should apply for the role, so please wherever possible contact the school to make an appointment to look around.

I look forward to meeting you.

Yours sincerely

Liz Furber
Executive Principal

INFORMATION ABOUT THIS VACANCY

At All Saints Academy our vision is “Living Well Together with **Dignity, Faith** and **Hope**”. We strive for excellence in all that we do, enabling our students to transform their lives and to hope for happy and successful futures. Our vision translates into our everyday practice and our values are particularly relevant in ensuring all in our community are encouraged to strive for excellence.

We are seeking to appoint a Cleaner to deliver an effective cleaning service where work is completed to the required standard and on time, resulting in a clean, well-maintained environment for All Saints Academy pupils, staff and visitors.

All Saints Academy is a fantastic school in which to work, with exemplary relationships at all levels. All staff and students are valued highly. We have a first class commitment to developing individuals and working with others to reach their full potential.

ACADEMY FACILITIES

We are proud of our building and facilities. Our classrooms are bright, our corridors wide and spacious, and our learning environment is calm. You will see an abundance of colour, high ceilings and lots of natural light. All classrooms are equipped with an Interactive Whiteboard.

Across the Academy as a whole, the accommodation includes:

- Five Science labs and a Science Studio Room
- Six Maths classrooms
- Five English classrooms and a Lecture Theatre
- Four Humanities classrooms
- Further rooms for the teaching of Business Studies and ICT
- A Modern Library with 30 computers
- A Modern Hall with tiered seating
- Specialist rooms for each of Art, Dance, Drama, Food, Media and Music and a Recording Studio
- An amazing Sports Hall and a Sports Exercise Room
- 3G All Weather Pitch and Multi Use Games Area
- The Inclusion Bungalow
- Management Suite
- Spacious staff room with outside area
- Separate departmental staff workrooms

BENEFITS

Benefits of working at the academy include:

 Training & support	 Generous pension schemes (TPS & LGPS)
 Free Car Parking	 Access to Occupational Health Services (where required)
 Free access to the gym	 Staff social committee
 Employee Assistance Programme	 Regular staff well-being initiatives



JOB DESCRIPTION

CLEANER

Responsible to:

Site Manager

Core purpose:

To deliver an effective cleaning service where work is completed to the required standard and on time resulting in a clean, well-maintained environment for the pupils, staff and visitors of the Academy.

Job description:

The job description will be reviewed regularly with the post holder, to reflect or anticipate changes in the job, commensurate with the salary and area of responsibility.

General duties and responsibilities:

- Cleaning as directed by the Site Manager
- Assist in the provision of a safe and healthy environment for all premises users.
- Carry out internal cleaning as directed by the Site Manager, including social areas, corridors, toilets, internal glass, walls, removal of graffiti.
- Carry out cleaning of specified offices, to include removing rubbish, hoovering, dusting and internal glass
- Where necessary, and/or as directed, carry out emergency cleaning and tidying up duties.
- Provision and replenishment of toilet paper, soap, hand towels and other drying facilities.
- Responsibility for maintaining constant awareness of the physical condition of the building, furniture and equipment, and where appropriate reporting facilities in need of repair.
- At all times to carry out the responsibilities/activities of the post with due regard to the Academy's procedures and policies.
- To undertake any additional duties or reasonable requests required by the Executive Principal or his/her representative

Safeguarding

- The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment
- Understand and implement the Child Protection Policies of the Academy and attend related training
- Promote and safeguard the welfare of children and young people and ensure that all staff and volunteers share this commitment

Other

- Participate in the probationary process and subsequent professional review process
- Undertake any other duties as part of the school's support staff and to assume other duties which may be reasonably required by the Head, Academy Services Manager, or the Site Manager
- Play a full part in the life of the Academy community, supporting its mission and ethos, to include Electives and duties
- Promote the Academy's policies
- To undertake professional development

I confirm that I have read and I understand my new job description.

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing paragraphs.

The job description will be reviewed at least once a year and it may be subjected to modification or amendment at any time after consultation with the holder of the post.

..... Post holder	 Date	
..... Line Manager	 Date	 Position

Safeguarding

Teachers and Associate Staff are accountable for the way in which they exercise authority, manage risk, use resources and protect students from discrimination and avoidable harm. All staff, whether paid or voluntary, have a duty to keep young people safe and to protect them from physical harm. When an individual accepts a role that involves working with children and young people they need to understand and acknowledge that the responsibilities and trust are inherent in that role.

PERSON SPECIFICATION CLEANER



	Essential	Desirable
Education/Qualifications		Formal cleaning qualification (eg BICSc, BCCA, C&G etc.)
Experience	Cleaning experience	- Cleaning within a school environment - Use of industrial machinery
Knowledge, Skills and Aptitudes	- Understand and comply with Child Protection procedures - High level attention to detail	- Knowledge of Health & Safety – including COSH - Good communication skills both written and verbal
Personal Qualities	- Motivated to work as part of a team - Able to remain calm under pressure - Willing to undertake training as and when required	Willing to participate in the wider aspects of school life
Other	- Commitment to safeguarding the welfare of young people in the Academy - Understanding of appropriate and inappropriate physical intervention with students - Commitment to the Academy's values and ethos - Enhanced DBS check with barred list check and if required a Certificate of Good Conduct/Police Check	

TIMELINE FOR RECRUITMENT PROCESS

Closing date for applications 1st September 2026 at 9.00am

Interviews As soon as possible

Start Date As soon as possible

HOW TO APPLY

Please apply by completing the online application form via MyNewTerm. Please note we do not accept CVs or applications submitted through email. Applications will be shortlisted throughout the process and we may interview and close the advert early if we are in a position to recruit a suitable candidate. We therefore encourage interested candidates to apply early.

REFERENCES & PRE-EMPLOYMENT CHECKS

We will seek references for candidates after the shortlisting process which may include approaching previous employers for information to verify particular experience or qualifications.

The first referee should normally be your present or most recent employer. If you are currently working in education this should be your Headteacher or equivalent person. Please ensure your referees are aware of your application as references will be obtained prior to interview where applicable.

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline

In accordance with our statutory obligations under Keeping Children Safe in Education we are required to conduct an online search as part of our due diligence on shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which we may want to explore further with you. Further information on online searches can be found in paragraph 221 of Keeping Children Safe in Education.

CONDITIONAL OFFER – PRE-EMPLOYMENT CHECKS

Any offer to a successful candidate will be conditional upon:

- Verification of right to work in the UK
- Receipt of at least 2 satisfactory references (if these have not already been received)
- Verification of identity checks and qualifications

- Satisfactory Enhanced DBS with Children's Barred List Disclosure
- Section 128 check (where required)
- Prohibition Check (where required)
- Verification of professional status such as QTS Status, NPQH (where required)
- Completion of Employee Health Declaration
- Satisfactory completion of the 6-month probationary period
- Where the successful candidate has worked or been resident overseas in the previous 10 years, such checks and confirmations as may be required in accordance with statutory guidance