

Buxton Community School



WELCOME TO BUXTON COMMUNITY SCHOOL



Welcome to our school, part of the Embark Federation.

We are proud to be part of a family of 29 schools across Derbyshire who believe that by working together we can create schools that stand out at the heart of their communities. Our Trust is guided by four core values – Family, Integrity, Teamwork and Success – which underpin everything we do and shape the experiences of both our students and staff.

At Buxton Community School, we are ambitious for every young person and every member of staff. We believe education should be academically rigorous, personally enriching and genuinely transformative. Our shared purpose across Embark is simple but powerful: Love Learning, Love Life.

Situated in the heart of the Peak District, Buxton Community School is a thriving and ambitious 11–18 secondary school serving over 900 students. As a key educational provider within our community, we are committed to delivering exceptional teaching, outstanding pastoral care and a broad curriculum that enables every young person to thrive from Key Stage 3 through to Sixth Form.

Our culture is built on high expectations, positive relationships and a commitment to ensuring that every student feels valued, supported and challenged. Through our core values of Ready, Respectful and Safe, we foster an environment where students develop confidence, character and the skills needed to succeed both in school and beyond.

In recent years, the school has undergone significant transformation. Strong leadership, a relentless focus on improvement and a commitment to educational excellence have resulted in sustained improvements in teaching, learning and student outcomes. We are proud of the progress we have made and excited about the next stage of our journey.

We are equally committed to creating a positive working environment for our staff. Staff wellbeing is a genuine priority, and we have deliberately structured our systems to support workload reduction, professional growth and a healthy work-life balance. This includes providing additional non-contact time above national expectations and investing in high-quality professional development at every stage of a colleague's career.

As we continue to strengthen our school, we are seeking colleagues who are passionate about their subject, committed to educational excellence and motivated by making a difference to the lives of young people. We are looking for individuals who bring energy, positivity and ambition; professionals who want to be part of a supportive team that is determined to provide the very best educational experience for every student.

If you share our values, ambition and belief that every child deserves an exceptional education, we would be delighted to receive your application and welcome you to the Buxton Community School community.

We want the best for our staff and young people, and we will not let it get more complicated than that.

Mrs S Jones

Headteacher

The Role

Post Title:	Cleaner
Grade/Scale:	Derbyshire Pay Scales - Grade 3 (FTE £25,219)
Actual Salary:	£8,754 per annum
Contract Type:	6 Months Fixed Term
Weeks per Annum:	39 (Term time only)
Hours of Work:	15 hours per, 3 hours per day
Accountable to:	Facilities Manager

We are looking forward to appointing two flexible, reliable, enthusiastic and hardworking people to join our cleaning team to maintain a high standard of cleanliness within classrooms, corridors, offices and toilets. This will require duties such as vacuuming, dusting and cleaning of washroom areas, tables, chairs etc.

A good understanding of cleaning chemicals and equipment would be desirable.

These positions are initially offered on a fixed-term basis for six months. The hours are required to support the current cleaning needs of the school and following a review of the cleaning schedule and operational requirements, it is anticipated that the positions may become permanent.

Buxton Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Job Description

Purpose of the Role:

To provide a first-class cleaning service for the school which will include working in all types of rooms, including offices, classrooms, halls, corridors, workshops and toilets.

The caretakers and cleaning team as a whole are responsible for maintaining high standards of cleanliness throughout the school.

Accountabilities / Responsibilities:

To be responsible for cleaning allocated areas of the school site (this will vary from time to time).

Main cleaning duties will include:

- Vacuum cleaning hard and soft floors
- Spot cleaning of spillages
- Wiping furniture, ledges, pipes, paintwork, doors and walls
- Emptying and cleaning bins
- Cleaning toilets including sanitary fittings and surrounds
- Sweeping, mopping and cleaning hard floor surfaces
- Polishing and straightening furniture
- Polishing glassware
- Dusting
- Replenishing janitorial supplies in toilets etc.
- Checking and closing windows and switching off lights after work
- Carpet shampooing as required
- To use cleaning materials as instructed.
- To operate cleaning machinery as trained, to clean, soft and hard surfaces, such as vacuum cleaners and polishers
- Swift reporting of any hazards or defects to the Facilities Manager.

At the direction of the Facilities Manager cleaning staff will be required to be flexible and will be required to clean various areas of the school.

Other:

- 1) Carry out any other duties as directed by the Facilities Manager commensurate with the general level of responsibility of the post.
- 2) Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified, especially in the context of a busy and growing school which requires flexibility in all its employees.
- 3) To comply with the requirements of Health and Safety, other relevant legislation and school documentation and to understand and comply with the school's Equal Opportunities Policy.

- 4) All staff are expected to be courteous to colleagues and students and provide a welcoming environment to parents and other visitors.
- 5) Responsibility for safeguarding of all young people.

Note: The Headteacher has a responsibility to revise and amend all job descriptions, as necessary. This will normally be by consultation and agreement with the postholder and, to this end, all job descriptions will be kept under regular mutual review.

Person Specification

Personal Attributes required	Essential (E) or Desirable (D)
Experience	
Experience of working as a cleaner	D
Experience of using powered equipment (e.g. floor buffer)	D
Knowledge/skills/abilities	
Ability to work as part of a team	E
Flexible attitude to work	E
Ability to work in an organised and methodical way	D
Awareness of Health & Safety issues	D
Awareness of COSHH	D
Good interpersonal skills	E
Positive approach to customer care and service delivery	E
Commitment to undertaking relevant training and development	E
Other	
Willingness to work occasionally outside of contracted hours (<i>e.g. Parents evenings, summer clean etc</i>)	E

The person appointed to this post will:-

- Be totally committed to the safeguarding and welfare of children
- Work in accordance with the school's policies including Health & Safety
- Be capable of maintaining high standards of work at all times
- Be committed to being part of a team but be able to show initiative and be capable of working unsupervised when appropriate
- Be honest, reliable and trustworthy
- Be open and frank and not afraid to ask for guidance and help when it is needed
- Be capable of building excellent relationships with others
- Be prepared to work hard and to discuss issues which arise from work
- Have plenty of energy and enthusiasm and the ability to maintain a sense of humour and perspective when things get tough!
- Be calm, precise and patient when dealing with others, including students
- Be punctual to work and have an excellent attendance record
- Be committed to professional self-improvement both by In Service Training and "learning on the job"
- Be an excellent role model for young people

The Application Process

If you are interested in applying for the role, please apply via My New Term.

Closing date for applications is Sunday 27th September 2026

If you are short-listed for interview, you will be contacted in advance to discuss arrangements for the interview. Unfortunately, if you have not been contacted prior to the interview day, your application has not been successful on this occasion.

Buxton Community School is committed to safeguarding and the process of safer recruitment. As a result, this post may be subject to an enhanced Disclosure and Barring Service check, and all shortlisted candidates will be expected to prove their identity at interview.