



Job Description for Lunchtime Supervisor

Job Title: School Cleaner

Pay Grade Grade C - (point 3) - £5616

Weeks per Year: 38 (term time only)

Hours per week – 10 (Mon – Fri, 6-8am)

Corby Old Village Primary School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

We are committed to safeguarding and promoting the welfare of children and safer recruitment practice. An enhanced DBS is required for all successful applicants and references will be requested for all shortlisted applicants prior to interview and will form part of the interview process. The successful applicant will also be expected to have two satisfactory references and undertake a medical questionnaire.

Purpose of the Post:

To carry out essential cleaning and tidying tasks before school opening times in designated areas of the school to ensure that the school is maintained to a high standard of cleanliness.

Principal Responsibilities:

- Clean designated areas of the school using appropriate tools and materials including brush, mop, duster, vacuum as required to ensure a high standard of cleanliness and hygiene is maintained.
- Ensure daily and weekly tasks as assigned are up to date.
- Empty bins and dispose of waste according to school policies on waste and recycling for efficiency and hygiene standards for all school users.
- Top up consumables e.g. soap dispensers/toilet rolls, towels to maintain standards of hygiene and comfort for all users.
- Move furniture and equipment if required, with the assistance of colleagues as necessary to enable cleaning of all areas.
- Clean up spillages as they occur e.g. as a result of drink spillages/ children being ill in accordance with health and safety procedures or deal with as instructed by management.

Experience necessary

The job holder should have a basic secondary education and have evidence of cleaning skills. Must be able to demonstrate the ability to work unsupervised.

In-house training is provided on how to use cleaning equipment and on the appropriate use of cleaning products. Instructions given about dealing with spillages such as bodily fluids.