

Job Description - School Cleaner

Responsible to: Cleaning Supervisor

Working Hours: Monday to Friday from 3pm to 5pm term time (including INSET days) and 1 week of the summer holiday (condensed to 2-3 days for a deep clean).

Purpose of the job

Under the direction of the Cleaning Supervisor, to undertake cleaning duties in accordance with an allocated work schedule within a designated area, ensuring that standards are maintained.

Main responsibilities and duties

Specific duties will depend upon the designated cleaning area. Examples of work to be carried out are as follows:

- Undertake various cleaning tasks, i.e. high and low dusting, brushing, polishing, mopping and washing areas.
- Ensure all classrooms and general areas are clean, clear of refuse and ready for use.
- Ensure that kitchen areas, washrooms and toilets are cleaned to hygiene standards required.
- Provide appropriate cleaning of walls and glass surfaces.
- Use machinery and products provided such as vacuum cleaner, disinfectants, sanitizers, shampoo carpets, sprays, mops etc.
- Ensure all refuse is collected daily and is delivered to the collection point.
- Ensure that lights are switched off, windows closed and doors secured at the end of each duty.
- Once a year, during the summer holiday, work with the team to carry out a deep clean, hours equivalent to one working week. (Usually carried out over 2-3 days).
- To follow safeguarding procedures and be aware that the safety and well being of students is the responsibility of all members of the school community.

Specific conditions

Whitstone School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. This post is subject to an enhanced DBS and all relevant pre-employment checks.

This job description only contains the main responsibilities relating to this post and does not describe in detail all duties required to fulfil them.

The post holder will be expected to undertake any training provided in order to achieve their responsibilities.