

JOB ROLE: CLEANER
PAY BAND: 1
HOURS: 20 per week/43 weeks per year
REPORTS TO: Cleaning Supervisor

Trafalgar School is a learning community where every member of staff understands the difference that they can make to our students' outcomes. We expect all staff to be actively involved in the personal development of our young people and to show full commitment to their own and the school's professional development.

Trafalgar School and its Governing Body are committed to safeguarding and promoting the welfare of children and young people; and they expect all staff to share this commitment.

Key Purpose

To provide a high standard of cleanliness of the site at all times. This will be achieved by undertaking any cleaning duties as directed by the Cleaning Supervisor. Ensure all Health and Safety Regulations, COSHH requirements and agreed Codes of Practice for PCC employees are adhered to. Adhere to the school dress code.

Accountabilities

1. To undertake either individually or as part of a team, the cleaning of premises and ensure they are kept in a clean and hygienic condition.
2. Carry out various cleaning duties such as: emptying of litter bins, dusting/polishing of furniture and fittings, damp wiping fixtures and fittings, vacuum cleaning, damp mopping and using a variety of electrical cleaning equipment.
3. Duties may also include other periodic tasks, eg wall washing, carpet cleaning, resurfacing of floors, washing furniture and internal cleaning of blinds.
4. All duties must be carried in accordance with the Health and Safety regulations and COSHH regulations and Codes of Practice for PCC employees.
5. Report to the Cleaning Supervisor when sick or absent, giving as much notice as possible and complete daily time sheets as required.
6. To be aware of the school's security arrangements and responsible for the security of keys, and the locking and unlocking of doors as necessary.
7. To participate professionally in own line management meetings, appraisal review meetings and team meetings.
8. To establish and maintain positive, professional relationships with students, staff and parents.
9. To contribute to the Personal Development curriculum of our young people.
10. At the discretion of the Headteacher to undertake other activities from time to time agreed to be consistent with the nature of the role.

This job description is subject to annual review and/or change at other times in response to identified needs. It is expected that the post holder will undertake additional duties, as required, and in agreement with their line manager, to operate in a flexible environment.

Signed _____ Date _____

Signed _____ Date _____

