



School Cleaner

St Ann's Primary School

Job Description

Post:	School Cleaner. Band A Scale Point 2
Hours:	12.5 hours per week – to be agreed upon appointment - Term Time Only
Responsible to:	Site Manager
School:	St Ann's Primary School
Liaising with:	Headteacher, Leadership Team, Staff, Pupils, Parents/Carers, External Agencies/Professionals
General Duties	
	<p>Main Purpose of the Job:</p> <ul style="list-style-type: none"> • Empty waste bins or similar receptacles routinely, and transport waste material to designated collection points. • Clean floors, including sweeping to control dust and debris and mopping to sanitize using hot water, with suitable cleaning products at the end or start of each school day. • Safely use electronically powered scrubbing, polishing and vacuuming machines to scrub, polish, spray and clean floors. • Dust, damp wipe, wash or polish the furniture, ledges, window sills and external surfaces of cupboards, radiators, shelves and fitments. • Replenish consumable items including, soap, toilet rolls and paper towels, where required. • Clean toilets, urinals, hand basins and sinks on a daily basis. • Safely use chemical agents as directed by the site manager in the discharge of cleaning operation or maintenance procedures. • Undertake wall washing and inside window pane cleaning to a height no greater than body height plus an arm's extension from floor level, during weekly cleaning maintenance programmes. • Keep a check on cleaning stock levels and inform the site manager of low stock levels, e.g. of cleaning products. • Maintain clean, tidy and organised work spaces and storage areas. • Check equipment and machinery used and ensure health and safety guidelines are adhered to • Provide support to staff as requested and in accordance with their own training and skill parameters. • Be aware of and comply with the school's Child Protection and Safeguarding Policy, Health and Safety Policy, Equality Information and Objectives Policy, Data Protection Policy and any other relevant policy and procedure. Directing any questions about policy and procedure to the site manager • Contribute to and support the overall vision and ethos of the school. • Be committed to safeguarding and promoting the welfare of children and young people. • To undertake other duties and responsibilities as required from time to time commensurate with the grade of the post. • To carry out duties in accordance with the Health and Safety at Work Act, adopting safe working practices, in accordance with the Trust Health & Safety Policy.