

**Job Title:** Cleaner

**Responsible to:** Headteacher and Site Manager

**Duties:**

To undertake cleaning within the school according to procedures codes using a variety of methods including and adhering to safety regulations.

- To carry out cleaning in all and any areas of the school.
- Frequency of cleaning to be undertaken as directed by Procedure Codes.
- To carry out as necessary the replacement to roller towels, renewing supply of toilet rolls and replacement of bin liners, soap and gel dispensers.
- To assist as necessary with the cleaning up after break-in or vandalism at the school.
- In emergency situations to assist with the clearing of snow and ice from paths and entries.
- To undertake training in the correct use of cleaning equipment such as floor machines, Vacs, wets pick-ups and in health and safety and the use of cleaning chemicals.
- To notify the Site Manager or other Senior member of staff, of any damage to buildings and equipment or of anything you see that may be dangerous to pupils and/or staff.
- All employees are expected to show a responsible attitude to health and safety issues and have due regard for their personal safety and that of others.
- Such other duties relating to the cleanliness of the school premises as may be necessary from time to time within the reasonable requirements of the Headteacher and Governing Body.

**Safeguarding**

Fulfil personal responsibilities, and support the headteacher in securing compliance by those working in school, for safeguarding as set out in the Children's Act, Statutory Guidance and by the Local Children's Safeguarding Board. These include:

- Operating a culture of listening to children and taking account of their wishes and feelings, both in individual decisions and the development of services.
- Operating clear whistleblowing procedures.
- Sharing information, with other professionals.
- Operating and monitoring clear policies for dealing with allegations against people who work with children.

The duties may be varied to meet the changing demands of the School at the reasonable discretion of the Headteacher. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out above.

Signed ..... Date .....