

Quarry Hill Academy

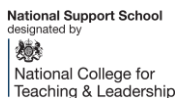


Bradleigh Campus
Bradleigh Avenue, Grays
RM17 5UT
Tel: 01375 373729
E-mail: admin.qha@catrust.org.uk

Dell Campus
Dell Road, Grays
RM17 5JZ
Tel: 01375 373729
E-mail: admin.qha@catrust.org.uk

Headteacher - Mrs S Wakeling

Job Description Job Title:	Cleaner
Catalyst Band:	TLW
Reports to:	Site Manager/School Business Manager
Liaison with:	Site Manager
Job Purpose:	To undertake cleaning within the school according to Procedures Codes using a variety of methods including machinery and adhering to safety regulations.
Duties:	<p>To carry out cleaning in all and any areas of the school.</p> <p>Frequency of cleaning to be undertaken as directed by Procedure Codes.</p> <p>To carry out as necessary renewing supply of toilet rolls and replacement of bin liners.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>



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General

To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.

To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace

Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

