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Job Title: School Cleaner

Pay: £7.78 to £7.90 per hour (Grade 1, scale point 6 to 8)

Responsible to: Facilities Manager

Hours of work: 6.30pm to 9.00pm (2.5 hours per day, all year round)

Holidays to be taken outside the normal school term dates (i.e. during school holiday periods).

Key Focus

The Site Manager and cleaning team as a whole are responsible for maintaining high standards of cleanliness throughout the school. Each cleaner will be responsible for an area and will be expected to clean to the frequency and standard set out. At the direction of the Head teacher, Deputy Head teacher or Facilities Manager, cleaning staff will clean other areas as required.

Main Duties (Daily)

1. Toilet and Cloakroom Areas:

- Clean lavatory basins with appropriate cleaner provided.
- Clean inside and outside surrounds of sinks
- Clean taps
- Refill toilet dispensers in all cubicles
- Refill paper towels in each dispenser
- Wipe tiles
- Polish mirrors
- Wipe paintwork
- Empty black sacks/rubbish bins
- Clean and mop floor with appropriate cleaner and bleach as instructed

2. Cleaning of Classrooms/ Group Rooms / Music Room/ Staff Room/ Offices/ Meeting Rooms

Arnold Hill Academy is part of the Trent Academies Group.

The registered office is Trent Academies Group, Rushcliffe School, Boundary Road, West Bridgford, Nottingham NG2 7BW
The company's registered number is 8128513



3. Library Areas:

- Vacuum (spot clean where necessary)
- Hard flooring – dust control sweep or vacuum, damp mop 3 classrooms per day
- Furniture / desks – damp dust (all removable furniture e.g. trolleys must be pulled out and cleaned under)
- Fixtures & fittings – dust and damp wipe (incl. skirting, pipes, window ledges)
- Bins – empty daily and damp wipe monthly
- Clean inside and outside surrounds of sinks
- Doors – remove marks from glass, doors and walls
- Clean telephones

4. Other cleaning duties as required

PERSON SPECIFICATION

Job Title: School Cleaner

Skills/Abilities/Knowledge

- Ability to carry out general cleaning duties as detailed in the Job Description.
- Is punctual and reliable.
- Ability to manage time effectively to complete tasks to a high level.
- Ability to prioritise work.
- Able to work with minimum supervision.
- Ability to work both alone and within a team to achieve specified standards.
- Be flexible to changing demands.
- Take pride in a job well done.
- Ability to demonstrate an understanding of why Equal Opportunities are important in employment and service delivery.

- Ability to respect and value the different experiences, ideas and backgrounds others can bring to work and teams.
- Ability to demonstrate an understanding of why Customer Care is important in employment and service delivery.
- Have an awareness of and display a commitment to the relevant legislation and guidance in working practices in relation to the safeguarding of children and young people.
- To undertake any training relevant to your role.
- Must be in good health sufficient to perform the role.

Qualifications/Experience

- Able to communicate clearly, understand and follow instructions.
- Some experience of undertaking general cleaning duties.