



Job Description: Cleaner

Weeks per year: Term time only to include inset days and some holiday cleaning

Salary: Grade 1 (£10.50 per hour)

1. To undertake, normally as part of a team, the cleaning of designated areas of the premises to ensure they are kept in a clean and hygienic condition.
2. The main duties and responsibilities will include:-
 - (a) Cleaning of all surfaces;
 - (b) Washing of floors, walls, etc;
 - (c) Sweeping;
 - (d) Vacuum cleaning;
 - (e) Emptying of litter bins, bagging of waste and putting ready for disposal;
 - (f) Polishing and dusting of the designated areas (which may include toilets and shower areas) and fixtures and fittings using appropriate materials and powered equipment;
 - (g) Replenish toilet rolls, soap and towels when necessary;
 - (h) Ensuring that windows are closed and lights turned off before leaving the area;
 - (i) Covering for other cleaners if necessary in the event of staff shortage;
 - (j) Ensuring that health and safety guidelines are followed at all times whilst on the premises;
 - (k) Reporting of faulty cleaning equipment and any conditions that require attention of maintenance staff to your supervisor
3. Cleaners will be required to use stepladders and/or “kick along” steps to facilitate the cleaning of internal wall surfaces and windows.
4. Cleaners will be required to work in any part of the establishment, using safe working practices at all times.
5. Cleaning duties may vary between term and closure periods.
6. You are not expected to take any holidays during term time when the students are in the academy.

We are responsible for promoting and safeguarding the welfare of students at the academy.

Other Duties

The postholder may be required to undertake training and perform duties other than those given in the job description. The duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not justify the re-evaluation of a post. Where a permanent and substantial change in the duties and responsibilities occurs, then the post would be eligible for re-evaluation.

TW – Cleaner-Nov22