



Job Title:	School Cleaner
Grade:	Sc1a
Section:	
Location:	Thames View Infants
Line Manager:	Caretaker

Purpose of the Job

To ensure a high standard of cleanliness for staff and pupils within the school.

Context

The role holder is required to perform routine cleaning tasks within a strict timescale. As the role holder will work largely unsupervised there is a requirement of creative skills to occasionally resolve routine problems encountered on the job. The role requires substantial physical effort often in disagreeable conditions.

Main Responsibilities

- Open cupboards ensure stock and equipment required are in good working order, reporting any defects to Caretaker.
- Complete routine cleaning schedule ensure safe and proper usage of tools and equipment, including emptying waste bins, vacuuming, dusting (including high level dusting), sweeping (removing hard substances such as chewing gum), mopping floors, polishing furniture, clean indoor windows and frames
- Clean toilets and wash basins, replace toilet rolls.
- Ensure safe and proper use of cleaning materials.

As and when required use industrial machines to scrub and polish floors

General Accountabilities and Responsibilities

1. Ensure compliance with appropriate legislation, School and Council Policies, Standing Orders, Financial Regulations and other requirements of the Council.
2. Undertake a proactive, committed approach towards the School's Best Value ethos.
3. Ensure compliance with and actively promote the School and the Council's Equalities and Diversity policies and strategies.
4. Ensure compliance with and actively promote Health and Safety at work legislation, School and Council H&S policies and procedures.
5. Comply with the competencies and standard requisites agreed by the School as relevant to the post.



6. Comply with the Data Protection Act 1990 (all employees of the Council will not disclose or make use of, for their private advantage, any information held on manual or computer records, which are not available to the public, however acquired.)
7. Take responsibility for continuing self-development and participate in training and development activities.

The above mentioned duties are neither exclusive nor exhaustive and the post holder may be called upon to carry out such other appropriate duties as may be required by the Headteacher within the grading level of the post and the competence of the post holder.