

JOB DESCRIPTION - Cleaner

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| Job Title: | School Cleaner |
| Directorate: | Children, Families and Communities |
| School: | Moon's Moat First School & Nursery |
| Grade: | Scale 1 |
| Reporting To: | Headteacher |

Main Purposes of Role:

- To provide a clean and pleasant environment in order to facilitate the effective use of the school by those staff and pupils who occupy it.
- To maintain cleanliness in order to prevent any health risks from occurring.

Key Accountabilities:

- To clean specified areas of the school to the required standard, as instructed:
 - Washing floors, surfaces, fixtures and fittings and walls up to a safe height (i.e. that can be reached without standing on steps, chairs etc.);
 - Cleaning inside windows up to a safe height (i.e. that can be reached without standing on steps, chairs etc.);
 - Sweeping and vacuuming floors;
 - Polishing and dusting surfaces and furniture;
 - Cleaning toilets;
 - Using and storing safely cleaning materials as appropriate, in accordance with their instructions.
 - To launder dusters, tea towels etc., if required.
- To empty bins and remove rubbish from the premises.
- To report any damage to school property or other relevant matters to the Caretaker/Cleaner-in-Charge.
- To use powered cleaning equipment as directed and in accordance with training.
- To undertake relevant seasonal work as instructed by the Caretaker/Cleaner-in-Charge.

General Duties:

- To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.
- To undertake health and safety duties commensurate with the post and/or as detailed in the Directorate's Health and Safety Policy.

Notes:

- This post is subject to a criminal record check under the arrangements established by the Disclosure and Barring Service.
- The Council reserves the right to alter the content of this job description, after consultation to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Disability Discrimination Act.
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Council's Equal Opportunities Policy.