



The Castle Partnership Trust

ACHIEVE | BELONG | PARTICIPATE

Chief Executive Officer: Sarah Watson

THE CASTLE SCHOOL
Wellington Road, Taunton,
Somerset TA1 5AU
Tel: 01823 274073
www.castleschool.co.uk

COURT FIELDS SCHOOL
Mantle Street, Wellington,
Somerset TA21 8SW
Tel: 01823 664201
www.courtfields.net

WELLESLEY PARK PRIMARY SCHOOL
Homefield, Wellington,
Somerset TA21 9AJ
Tel: 01823 664876
<http://www.wellesleyparkschool.com>

ISAMBARD KINGDOM BRUNEL PRIMARY SCHOOL
Thomas Place, Wellington,
Somerset TA21 8FP
Tel: 01823 274073
<https://www.ikbschool.co.uk>

JOB DESCRIPTION

SCHOOL CLEANER



Job Description

The Trust's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

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| JOB TITLE: | Cleaner |
| REPORTS TO: | Premises Manager |
| ACCOUNTABLE TO: | Headteacher |
| THE ROLE: | To provide a cleaning service for the school. Duties may include working in all types of rooms, including offices, classrooms, hall, corridors, and toilets. |
| PAY: | £10.50 per hour |

MAIN RESPONSIBILITIES AND TASKS:

The normal duties will usually include the following:

1. To be responsible for cleaning certain parts of the school site as allocated by the Site Manager and following Health & Safety guidelines
2. The safe use of chemicals and cleaning materials as instructed by the Site Manager following Health and Safety guidelines and the use of Personal Protective Equipment (PPE)
3. To operate cleaning machinery in cleaning soft and hard surfaces, e.g. vacuum cleaners and polishers following Health & Safety guidelines.
4. To maintain all School standards of hygiene and safety of all cleaning equipment and areas of responsibility.
5. To report any hazards, defects and any relevant factors of building or environment safety that may be detrimental to safe working practices and normal school operations, immediately to the Premises Manager.

6. Duties to include the following:
- Vacuum cleaning hard and soft floors
 - Spot cleaning of spillages
 - Wiping furniture, ledges, pipes, paintwork, doors and polishing door glass
 - Emptying and cleaning bins
 - Cleaning toilets including sanitary fittings and surrounds
 - Mopping and spray cleaning hard floor surfaces
 - Wiping and polishing and straightening furniture
 - Replenishing janitorial supplies in toilets, etc
 - Checking and closing windows, switching off lights after work
 - Such other duties as may be allocated from time to time
7. During periods when the school is closed, routine cleaning is undertaken throughout the school. This may include stripping and sealing floors, high-level dusting, wall washing, etc.

The Castle Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all who work here to share this commitment. All staff are required to attend regular training updates. This post is subject to a satisfactory Disclosure Barring Service (DBS) Enhanced Disclosure Certificate.