**JOB DESCRIPTION**

**POST:** Cleaner

**SCHOOL:** Tutshill C of E Primary

**RESPONSIBLE TO:**  School Business Manager and Headteacher

**JOB PURPOSE:** Work as part of a team to provide a clean and hygienic school environment which meets the specified cleaning standards.

**MAIN DUTIES AND RESPONSIBILITIES**:

**Cleaning**

* Clean all surfaces, fixtures and fittings
* Clean floors, walls, partitions and internal woodwork as appropriate
* Clean toilets, changing rooms and other sanitary areas and replenish toilet rolls and soap
* Undertake special cleaning programmes during school closure or other designated periods in compliance with the specification for the premises

**Waste**

* Collect and dispose of waste in the appropriate manner
* Replace bin liners, clean and maintain waste bins

**Other duties:**

# Ensure cleanliness of equipment, check for quality/safety - reporting any faults to your line manager

* Operate everyday equipment in accordance with training and instructions
* Ensure correct storage of supplies
* Be aware of and comply with policies and procedures, at all times, relating to health and safety, security, confidentiality and child protection reporting all concerns to the appropriate person
* Participate in training and other learning activities and performance development as required
* Attend relevant meetings as required
* Present a positive personal image, contributing to a welcoming school environment which supports equal opportunities for all
* Appreciate and support the role of other professionals
* Promote and ensure the health and safety of pupils, staff & visitors at all times
* Contribute to the overall ethos/work/aims of the school
* Treat all users of the school with courtesy and consideration
* Such other reasonable duties as required consistent with the grade of the post and experience of the post holder

Leave to be taken during school holiday periods