



SCHOOL CLEANER JOB DESCRIPTION

JOB TITLE:	Cleaner
REPORTS TO:	Headteacher
ACCOUNTABLE TO:	Headteacher
THE ROLE:	To provide a cleaning service for the school. Duties may include working in all types of rooms, including office, classrooms, hall, corridors, toilets.
SALARY:	OP1 £23,656 per annum pro rata (plus the living wage supplement - hourly rate £12.60)

ABOUT US

Cummersdale School is a small village school on the outskirts of Carlisle.

MAIN RESPONSIBILITIES AND TASKS:

The normal duties will usually include the following:

1. To be responsible for cleaning inside the school building and following Health & Safety guidelines
2. The safe use of chemicals and cleaning materials following Health and Safety guidelines and the use of Personal Protective Equipment (PPE)
3. To operate cleaning machinery in cleaning soft and hard surfaces, eg vacuum cleaners and polishers following Health & Safety guidelines.
4. To maintain all School standards of hygiene and safety of all cleaning equipment and cleaning cupboards in your charge.
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 Headteacher.
6. To report any hazards, defects and any relevant factors of breakdowns of equipment that may be detrimental to safe working practices, immediately to the Headteacher.

7. 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
 - 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

Notes: During periods when the school is closed, routine cleaning is undertaken throughout the school where each area of the school receives a deep clean on a rota.

Cummersdale School is an equal opportunities employer and committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.