

Churchdown School
Job Profile Support Staff



Post Holder		Line Manager	Cleaning Supervisor
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Title of Post	Pay Scale	Hours	Lunch	Holidays
Cleaner				

Principle Responsibilities of the Post

To provide a cleaning service in specified areas of the school site.

Line Management Responsibilities	None
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Main Tasks

1. To clean areas of the school as directed by the Assistant Site Manager or nominee and in accordance with the 'Churchdown School Academy Cleaning Specification'.
2. To operate cleaning machinery in accordance with instructions and with training.
3. To dilute and use cleaning materials as instructed.
4. To collect and remove waste/rubbish from work area to collection point as directed.
5. To clean and maintain cleaning equipment as instructed.
6. To observe and comply with the Health and Safety Policy and Code of Practice for cleaning staff.
7. To comply with instructions relating to security and confidentiality.
8. Cleaning staff are expected to wear a tabard (as supplied by the School) and appropriate flat soled shoes such as trainers or similar footwear. Ballet shoes or shoes with heels are not appropriate.
9. This is a TERM TIME position and you will be expected to work during the School term, taking your holidays in the School Holiday periods. All staff are expected to work during the last week of the Summer Holiday period.

Signature: Postholder	Date	Signature: Line Manager