



JOB DESCRIPTION

School	ELMBRIDGE PRIMARY SCHOOL
Job Title	Cleaner
	Grade 1 point 2 £24.413 pa pro rata

1. JOB PURPOSE

To undertake, as part of a team, the cleaning of designated areas of the premises to ensure that they are kept in a clean and hygienic condition.

2. MAIN DUTIES AND RESPONSIBILITIES

Will include:-

- Cleaning
- Washing of floors using a mop or scrubber dryer, walls, etc.
- Sweeping
- Vacuum cleaning
- Emptying of litter bins
- To clean toilets, urinals, hand basins and sinks as necessary
- To dust, damp wipe, wash or polish the furniture, ledges, window sills and external surfaces of cupboards, radiators, shelves and fitments of the designated areas.
- To clean inside window panes to a height no greater than body height plus an arm's extension from floor level during periodic cleaning maintenance programmes.
- Duties will be carried out using appropriate materials and equipment.

Cleaners will be required to work in any part of the establishment, using safe working practices at all times.

Cleaning duties may vary between term and closure periods.

Continued over/.....

3. SUPERVISORY RESPONSIBILITY

Nil.

4. SUPERVISION RECEIVED

From the Cleaner Supervisor, School Business Manager or Head Teacher.

Special Notes or conditions

- **This post will be subject to an enhanced DBS check as this school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**
- The post holder will be required to fulfil their role adhering to the schools Safeguarding policy and report any concerns in line with this to the DSL or DDSL or relevant body.

This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

September 2023