DOROTHY STRINGER SCHOOL
EDUCATION FOR LIFE

JOB DESCRIPTION

JOB TITLE: **Cleaner - Level A**

RERORTS TO: **Cleaning Manager**

DEPARTMENT: **Cleaning**

SECTION: **Dorothy Stringer School**

PURPOSE OF JOB

To work within a team under the direction of the the Cleaning Manager to provide an efficient service of cleanliness, ensuring that all assigned areas are cleaned to the standard required within set procedures in order to ensure a clean and safe learning environment for the students.

- No supervisory responsibilities
- Problems will be referred to the Cleaning Manager
- All duties will be carried out within routine, recognised procedures

PRINCIPAL ACCOUNTABILITIES

- To promote and maintain cleanliness and tidiness, thus creating a pleasant, safe and hygienic working environment.
- To clean designated areas, in accordance with the building cleaning specification as directed by the Cleaning Manager. This may include cleaning hallways, floors, removing graffiti as well as unpleasant and potentially harmful substances from surfaces.
- To use cleaning materials and equipment necessary to carry out duties including diluting and using cleaning chemicals as instructed with due regard to COSHH regulations.
- To operate cleaning machinery in accordance with instructions and within Health & Safety guidelines, and to keep such machinery in clean and safe condition reporting faults to the Cleaning Manager.
- To collect and remove rubbish from work areas to a collection point as directed.
- To carry out emergency cleaning as required, resulting from accident, sickness, vandalism and fire.
- Window cleaning to a height of 3.5 metres from the ground internally in compliance with Health and Safety procedures at all times.
- To report defects such as faulty plugs, fuses etc to supervisor/manager.
- Take such measures as appropriate to protect the school and its contents.
- To comply with regulations relating to security and confidentiality

- To take appropriate Health & Safety precautions, where necessary, whilst carrying out duties thereby ensuring the personal safety of all staff, students and visitors.

- To be aware of and act in accordance with the council's Equality Policy

- To be aware of and act in accordance with the schools' Health & Safety Policy and agreed codes of practice.

- Ensure the effective implementation of school policies with particular regard to safeguarding

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required. The post will be reviewed each year and it may be subject to modification or amendment at any time after consultation with the post-holder, Business Manager, Head teacher or his representative

Dorothy Stringer School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment