

Post title	Premises Cleaner
Core Purpose	Responsible for the provision of a high quality cleaning service which meets the needs of the academy and ensures that cleaning standards are achieved and maintained which support the raising of standards of achievement and attainment of students.
Line Managed by	Cleaning Supervisor
Line Management Responsibility	None
Working time	20 Hours per week – Full Year
Salary/Grade	NJC SCP 6 (£7.52 per hour)
Core Responsibilities	<p><u>Cleaning Provision</u></p> <ul style="list-style-type: none"> To undertake as part of a team the cleaning of designated offices, classrooms and associated accommodation to ensure that they are kept in a clean and hygienic condition. To ensure the cleaning, washing, sweeping, vacuum cleaning, emptying litter bins, polishing, cleaning walls and dusting designated areas (which include toilets and associated facilities) and fixtures and fittings, using where appropriate the necessary powered equipment. <p><u>Health and Safety</u></p> <ul style="list-style-type: none"> To maintain stocks of cleaning materials in a safe environment. To ensure that all agreed Health and Safety policies, COSHH regulations and procedures are complied with. To support any Health and Safety inspections. To ensure the safe operation of cleaning equipment at all times. To report immediately any machinery faults or unhygienic cleaning areas to the cleaning supervisor. To comply with the academy on all issues to do with Health and Safety. To adhere to safe working practices and risk assessments. To set a good example in terms of personal presentation, attendance and punctuality. To take part in performance management procedures.
N.B.	<ul style="list-style-type: none"> Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. This job description is current at the date shown, but, in consultation with you, may be changed by the Principal to reflect or anticipate changes in the job commensurate with the



THE OLDHAM
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NORTH

	<p>grade and job title.</p> <p><i>The Governors and Principal are committed to safeguarding and promoting the welfare of children and young people and ensuring that safer recruitment procedures are effectively in place.</i></p>
Date	Signed