



## WISE ACADEMIES

### Job Description

<b>JOB TITLE</b>	Cleaner
<b>GRADE</b>	SCP 1-2
<b>RESPONSIBLE TO</b>	Site Supervisor
<b>MAIN PURPOSE OF THE JOB</b>	To carry out general cleaning of classrooms, corridors, offices, toilets & changing facilities, as directed
<b>HOURS</b>	Casual basis

### Main Duties

- To report to the relevant line manager any damages/vandalism noted or repairs that are required on a daily basis e.g. broken light fittings.
- To report any faults in relation to equipment to the relevant line manager on a daily basis.
- The operation of mechanical cleaning equipment.
- The collection and removal of refuse.
- The safe use of cleaning chemicals and their storage. Ensuring that strict control is observed in materials used and dilution ratios, to prevent wastage.
- To take part in 'In-Service' training as required.
- Ensuring that area of work complies with legislation relating to Health & Safety
- and observe and implement specific responsibilities in relation to these matters as detailed in the Policy for Health & Safety
- Any other reasonable duties as requested by the Headteacher or the relevant line manager.
- To act in compliance with data protection principles in respecting the privacy of personal information held by the academy

### Other

To work within and encourage the school's Equal Opportunity policy and contribute to diversity policies and programmes in relation to discriminatory behaviour

To promote the safeguarding of children

To carry out the duties and responsibilities of the post, in accordance with the academy's Health and Safety Policy and relevant Health and Safety Guidance and Legislation.

To undertake other duties appropriate to the post that may reasonably be required from time to time.