

## GRADE 1 CLEANER JOB DESCRIPTION

POST TITLE: **Cleaner**

POST NO:

GRADE: Grade 1

CONTRACTUAL

ARRANGEMENTS: 06:00 – 11:00

ACCOUNTABLE TO: Site Manager

### **PURPOSE OF THE JOB**

To keep designated areas of the Centre in a clean and hygienic condition. The designated areas may include classrooms, corridors, offices, toilets and wash areas and may vary between term time and Centre holiday periods.

### **KEY ACCOUNTABILITIES**

1. To clean, wash and sweep the designated areas as appropriate;
2. To empty litter and waste bins;
3. To polish and dust furniture, fittings and flooring;
4. To use powered equipment (e.g. vacuum cleaners, polishers) where appropriate;
5. To contribute to maintaining a safe and healthy environment for children and adults, adhering to all Health and Safety regulations and requirements.

### **Supporting the Centre**

At an appropriate level, according to the job role, grade and training received, all employees in the Centre are expected to:

1. Support the aims, values, mission and ethos of the Centre and participate in a team approach to all aspects of Centre life.

## **GRADE 1 CLEANER JOB DESCRIPTION**

2. Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop.
3. Take appropriate responsibility for safeguarding and children's welfare and to be aware of confidential issues linked to home/child/teacher/Centre and keep confidences appropriately.
4. Be aware of health and safety issues and act in accordance with the Centre's Health and Safety Policy

### **OTHER DUTIES**

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or receives appropriate training to carry out these duties.