



## Stockport School

### Job Description - Cleaner

Post reports to: Site Manager

#### **Overall Responsibility**

- To assist in making the School a clean, healthy and safe environment for all.

#### **Duties**

- Be responsible for cleaning a designated area(s) of the School.
- Assist with the moving of school furniture when necessary, e.g. for a Parents Evenings.
- Maintain the stock of cleaning consumables and equipment in a safe and tidy manner.
- Contribute towards the arrangements for securing the premises and ensuring that contents are in place.
- Use all cleaning equipment safely and correctly ensuring adherence to the School's Health and Safety Policy.
- Provide emergency cleaning, e.g. after a child has been sick.
- Deal with or report, to the nearest member of the teaching staff, incidents that are seen or reported regarding pupils' welfare.
- Undertake such other duties related to the work of the school appropriate to the post.

#### **Health and Safety**

- Co-operate with the employer on all issues to do with Health, Safety & Welfare.

#### **Continuing Professional Development**

- In conjunction with the line manager, take responsibility for personal professional development.
- Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.
- Participate in training as required.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

#### **Job description agreed correct by:**

Postholder:

Signed: ..... Date.....

Supervisor:

Signed: ..... Date.....