**Job Description**

**Cleaner**

**Job Purpose**

To work, flexibly, as part of a small site team to provide a high quality cleaning service across the school.

**Main Duties**

**General**

* Empty waste bins
* Clean hard floors, sweeping and mopping with appropriate cleaning products
* Vacuum carpeted areas and spot clean carpet as required
* Dust, damp wipe, wash or polish furniture, shelves, window sills, heaters, external surfaces of cupboards and fitments
* Clean and sterilise table tops
* Clean toilets, urinals, hand basins and sinks
* Use chemical agents as directed by the Site Manager
* Replenish consumables including soap, toilet rolls and paper towels
* Inform Site Manager of low stock levels and highlight any areas where additional maintenance is required
* Be available for deep clean programmes during school holidays (for which prior notice will be given) or in the event of instruction from Public Health England
* Any other reasonable duties within the overall function of the job

**Covid-19**

* Sterilise all surfaces and touch points
* Ensure soap, hand towels and hand sanitiser replenished in toilets and classrooms daily
* Empty PPE bins as per guidance
* Follow Covid-19 guidelines and the school Risk Assessment

**Further Responsibilities**

* Comply and assist with the development of policies and procedures relating to the cleaning and maintenance of the school as required
* Develop effective professional relationships with colleagues
* Maintain confidentiality of the school, its pupils and parents, acting in accordance with the schools policies at all times
* Contribute to the overall ethos and aims of the school
* Attend and participate in regular meetings
* Participate in training and appraisal as required
* Undertake additional duties as reasonably requested by senior staff
* Be committed to safeguarding and promoting the welfare of children and young people