

# St Michael's Catholic Primary School



<b>Role Title</b>	<b>Cleaner</b>
<b>Grade</b>	Pass Grade 1 SCP 2
<b>School</b>	<b>St Michael's Catholic Primary School</b>
<b>Main purpose of the role</b>	
To undertake cleaning within the school according to set procedures and tasked routines using a variety of methods including machinery.	
<b>Core responsibilities and tasks</b>	
<ol style="list-style-type: none"> <li>1. To undertake individually or as part of the team, the cleaning of designated areas to ensure they are kept in a clean and hygienic condition. Duties will include: Cleaning, washing, sweeping, vacuum cleaning, emptying litter bins, polishing and dusting of designated areas, which include toilet and associated facilities, fixtures and fittings, using where appropriate the necessary power equipment.</li> <li>2. To maintain and be responsible for the safe use and storage of all cleaning materials and equipment used in the course of these duties.</li> <li>3. To ensure that members of the public, visitors to the school etc. or any such persons are informed of any situation or circumstance that may affect their health and safety while cleaning operations take place.</li> <li>4. To ensure that statutory requirements, codes of practice and procedures relating to the Health and Safety at Work and any other relevant requirements are met in full.</li> <li>5. To provide cleaning cover for absent colleagues.</li> </ol>	
<b>Knowledge, skills and experience</b>	
<ul style="list-style-type: none"> <li>• Completed a common core programme of induction</li> </ul>	
<b>Additional Information</b>	
<ul style="list-style-type: none"> <li>• The post holder may be required to attend, from time to time, training courses or other meetings as required by his/her own training needs and the needs of the school.</li> <li>• As members of staff, we all have a duty to provide for and safeguard the welfare of children we are responsible for, or who we come into contact with in our day to day work. All duties should be carried out in line with the school's Child protection &amp; Safeguarding Policies and Practices.</li> </ul>	