

Job Description



POST:	Cleaner
RESPONSIBLE TO:	The Principal, under the day-to-day management and leadership of the Site Manager
SALARY:	SP 1-3 + (plus LGPS) pro rata
LOCATION:	Oasis Academy Shirley Park (Primary Phase)
DISCLOSURE LEVEL:	Enhanced
JOB PURPOSE:	To work under the instruction/guidance of Site Manager, to ensure that designated areas of the school premises are kept in a clean and hygienic condition. This will be directed and will cover daily, weekly and termly achieved components

RESPONSIBILITIES:

- Carrying out duties which include: cleaning, washing, sweeping, vacuum cleaning, emptying litter bins, polishing and dusting of designated areas (which may include toilets and shower areas) and fixtures and fittings, using where appropriate powered equipment.
- The cleaning areas may vary between term-time and school closure periods.
- Reporting hazards, such as fire hazards, blockages, etc.
- Being responsible for personal Health & Safety, as well as that of colleagues, service users and the public.
- Co-operating with management, follow established systems of work, use protective equipment where necessary and report defectives and hazards to management.
- To undertake such other duties as may be reasonably requested by the Principal, Facilities Manager or Site Manager.
- On occasion, it may be necessary for the post holder to assist with cleaning across phases as required.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.



Safeguarding children and young people

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

OTHER:

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

All teachers take an active role in the Academy's care and guidance of students and may be expected to fulfill the role of form tutor or similar role as determined by the Academy.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Principal. The postholder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

Signed:

Employee:		Line Manager:	
Print Name		Print Name	
Date		Date	



Cleaner Person Specification

Our Purpose

Oasis Academies exist to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

Oasis Community Learning Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

For further information, please refer to the Oasis Community Learning Purpose, Ethos and Values document which accompanies this job description.

	Essential	Desirable
Cleaning Experience	Basic knowledge/experience of using products and equipment used in cleaning. Practical ability in polishing, dusting, cleaning, washing and sweeping.	Previous working experience of industrial cleaning.
Communication	Proven ability to be able to converse positively with Caretaking/Site management and teaching staff.	Previous experience of working in a team.
Flexibility	Able to adopt a flexible approach to the post.	Skills/knowledge in other areas of work.
Equal Opportunities	Broad knowledge of Equal Opportunities.	Knowledge of the Council's Equal Opportunities Policy.
Health and Safety	Knowledge of Health and Safety in relation to cleaning and hygiene.	Attendance on Health and Safety courses and previous experience.



Other

Ability to perform the physical tasks required by the post, including lifting, carrying and pushing waste bins, cleaning trolleys and vacuum cleaners.
Ability to move chairs, desks and other school furniture in order to undertake cleaning duties.

Personal

Energy, enthusiasm and flexibility
Good health and attendance record
Sense of humour and a positive outlook on life