



**King's  
Worcester**

# Cleaners

Part time

**Candidate Information**



# The King's Foundation



King's Worcester is an exciting and rewarding community in which to work.

This is a great opportunity to join our hardworking and friendly Cleaning Team. Our dedicated team of cleaners ensure that the School environment is a welcoming, pleasant and safe space for all

pupils, staff and visitors, and are an important part of the King's community.

I'm looking for individuals who are reliable, committed, and enthusiastic to contribute to our busy team of cleaning staff.

You must be a great team player as well as being able to work on your own initiative, and be flexible in your approach to the role.

If you think that you fit the profile of this position, we look forward to hearing from you.

**Adam Winter**  
Director of Operations



# Cleaners

## Role and Responsibilities

We are looking for cleaners to join our busy and hardworking cleaning team at the King's Senior School site in the city centre of Worcester.

If you are reliable, take pride in your work and can work well as part of a team as well as on your own, we would love to hear from you.

Duties will include:

- Sweeping, vacuuming and mopping floors.
- Cleaning classrooms and common rooms by emptying bins and wiping down communal surfaces.
- Cleaning toilets (where required).
- Spring cleaning when needed.
- Notifying the Cleaning Manager of any repairs required.
- Mixing and disposing of all cleaning solutions appropriately.
- Switching off lights and securing the building when leaving at the end of the cleaning session.
- You may also be required to undertake other comparable duties as requested.

### Safeguarding responsibilities

#### What is safeguarding?

Safeguarding can be defined as promoting the physical and mental health, safety and welfare of all pupils. Safeguarding is the responsibility of all adults, especially those working or volunteering with children. The School aims to help protect the children in its care by working consistently and appropriately with all relevant agencies to reduce risk and promote the welfare of children.

#### Our commitment to safeguarding

The King's Foundation is dedicated to safeguarding and actively promoting the welfare of our pupils, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation or culture.

We follow the child protection procedures set out by Worcestershire Safeguarding Children Partnership and the West Mercia Consortium Inter-

agency. We understand the need to engage with any local safeguarding children partnerships and the statutory duty to cooperate if the School is named as a relevant agency.

Our safeguarding and safer recruitment policies are written in line with statutory guidance given in the latest version of Keeping Children Safe in Education (KCSIE), including Annex B for school leaders and those working directly with children.

Our Designated Safeguarding Lead takes leadership responsibility for the school's safeguarding arrangements.

#### Responsibilities of the successful candidate

Staff are advised to maintain an attitude of "it could be happening here and probably is" as far as safeguarding is concerned and should always act in the best interest of the child.

All staff are expected to actively promote and safeguard the welfare of all pupils. This post does not involve contact with children and the post holder will not be responsible for children, however, they will be considered to be in regulated activity and must report any concerns in a timely manner.

All staff must also attend annual safeguarding training and have proper regard for the School's safeguarding policy and procedures.

## Essential Skills

- Ability to handle equipment used in cleaning.
- Knowledge of cleaning chemicals, usage, proper storage and disposal methods.
- Ability to work as a team.
- Self-motivation and the ability to identify and complete tasks without direct supervision or instruction.
- Reliability.
- Honesty, flexibility and enthusiasm.

### Hours of work

10 hours per week: Monday to Friday, 5pm to 7pm during term time (39 weeks per year).

# Application Process

All applications will be acknowledged.

*Please note that we will interview suitable candidates when applications are received, so early applications are advised.*

All applicants will be notified after the closing date, whether or not they have been invited to an interview.

Successful applicants will be advised of the date and time of the interview. References will be requested and candidates should be aware that referees will be asked to comment on a candidate's disciplinary record and whether or not the candidate has been subject to any child protection concerns. Proof of identity will be required at interview.

Candidates unsuccessful at interview will receive written notification.

The School is required to ensure that the successful candidate is checked by the Disclosure and Barring Service. Details of the School's policies on safeguarding and promoting the welfare of children as well as equal opportunities are available on request. References will be obtained and verified prior to the appointment being confirmed.

*The King's Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service.*

## How to apply

Please visit the vacancies page of the School website [www.ksw.org.uk/careers](http://www.ksw.org.uk/careers) to find out more about the benefits of working at King's and to hear why our staff love being a member of the School community.

Applicants must complete the TES online application form which can be found at: [www.tes.com/jobs](http://www.tes.com/jobs) Alternatively paper copies of the application form can be requested by contacting the HR Team at [recruitment@ksw.org.uk](mailto:recruitment@ksw.org.uk)

**Start date: As soon as possible**

*In order to provide our pupils with a well-rounded and enriched educational experience that is truly representative of the world in which they grow up, the King's Foundation strives to place equity, diversity and inclusion at the heart of everything we do, ensuring that we build a community which is truly representative of all backgrounds and experiences. We believe that we will do that best if our employees come from different backgrounds and if we create an environment of inclusion and belonging for them.*

