

Kineton High School & Sixth Form
Job Description : CLEANER - DRAFT

<p>Responsibilities as Cleaner</p>	<ul style="list-style-type: none"> • To clean specific areas in accordance with the school's standards • To report any issues which may affect the safety or security of the school and its users • Safe and effective use and storage of cleaning equipment and materials • Ensuring relevant Health and Safety regulations and COSHH guidelines are followed • To carry out any other duties which fall within the broad spirit, scope and purpose of this job description <p>Working under the guidance of the cleaning supervisor and/or caretaker:</p> <ul style="list-style-type: none"> • Clean toilets, bowls, sinks and basins • Dust, polish, wash, tidy and vacuum specified areas of the school • Wash, mop, sweep floors and wash wet areas • Empty bins and dispose of rubbish • Clean inside glazing • Buff floors • Undertake routine maintenance of equipment e.g. change vacuum bags • Use and store equipment and materials efficiently and safely • Be aware of Health and Safety regulations and COSHH guidelines
<p>Responsibilities as a member of staff To:</p>	<ul style="list-style-type: none"> • Actively contribute to, and fulfill, staff and school responsibilities for safeguarding and promoting the welfare of children and young people • Work effectively with all members of the school community to promote the KHS ethos, mission and values • Adhere to all relevant school policies • Act as a role model in terms of expected standards of dress, conduct, language and punctuality
<p>This job description is subject to periodic review and may be changed in accordance with the developing needs of the school, the department, the students or the post-holder, with whom any change will be discussed in detail.</p> <p>This job description should not be taken as comprehensive and exclusive of any other tasks. By negotiation and agreement between the post-holder and the Head Teacher other tasks which are relevant and reasonable for the post-holder may be allocated.</p> <p>Adults employed to work in Kineton High School are vetted for their suitability to work with children in accordance with the Keeping Children Safe in Education Policy and DfE requirements</p>	