

**Position:** School Cleaner – Grade 1.   
**Hours:** Split Shift (6 hours per day)

* **Morning Shift:** 6:00am - 8:00am
* **Afternoon Shift:** 2:00pm - 6:00pm

We are looking for a dedicated and reliable School Cleaner to join our team at Elm Tree Community Primary School. The successful candidate will ensure that the school’s facilities remain clean, hygienic, and safe for students, staff, and visitors. This role requires a high level of attention to detail, excellent time management skills, and the ability to work independently as well as part of a team.

**Key Responsibilities:**

* **Cleaning:** Perform routine cleaning tasks across the school, including classrooms, corridors, restrooms, offices, staff rooms, and communal areas.
* **Floor Care**: Sweep, mop, and vacuum floors to maintain cleanliness and prevent accidents.
* **Waste Management:** Empty bins regularly and dispose of waste in accordance with school policies.
* **Sanitisation:** Clean and disinfect high-touch areas such as door handles, light switches, and stair rails.
* **Stock Maintenance:** Ensure cleaning supplies and materials are replenished when needed, and inform the Site Manager of any shortages.
* **Reporting Issues:** Notify the Site Manager or Facilities Supervisor of any damage, repairs, or maintenance needs within the school premises.
* **Health & Safety Compliance:** Follow all health and safety regulations and ensure cleaning products are used and stored correctly.
* **General Duties:** Assist with any additional cleaning tasks or duties as directed by the Site Manager to ensure the smooth running of the school.

**Skills & Experience:**

* Previous cleaning experience, ideally in a school or similar environment (preferred but not essential).
* Knowledge of cleaning products, equipment, and safety procedures.
* Ability to work independently and manage time effectively.
* Strong attention to detail and a high standard of cleanliness.
* Good communication skills and the ability to follow instructions.
* Flexibility and reliability.

Personal Attributes:

* Hardworking, motivated, and trustworthy.
* Punctual and dependable.
* A positive attitude towards health and safety.
* Ability to work as part of a team or independently.

Elm Tree Community Primary School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. An Enhanced Disclosure and Barring Service (DBS) check will be required for the successful candidate prior to employment.