



## WALSALL ACADEMY

### Cleaner:

**Accountable to:** Operations Manager

### Responsibilities:

- To be responsible for cleaning certain parts of the school site as allocated by the Lead Cleaner as required.
  - To use cleaning materials as instructed by the Lead Cleaner.
  - To vacuum all carpeted areas and to wash or mop the floors and toilets in designated areas (machine clean where practicable).
  - To empty and clean bins and remove waste to designated areas.
  - To spot cleaning of spillages.
  - To dust/wash carefully with clean dusters/cloths, desks, seats, ledges, skirting boards and other places where dust lodges.
  - To regularly clean toilets, toilet areas and the replenishment of toiletries etc.
  - To cleanse hand basins in all toilets.
  - To wash off dirty marks on wall tiling and mirrors.
  - To clean internal glass, internal and external door glass.
  - To periodically clean internal and external windows at ground level.
  - Carry out such other duties as may be allocated from time to time by the Operations Manager.
  - Report all defects/hazards immediately to Lead Cleaner.
  - To maintain high standards of ethics and behaviour and to uphold the Nolan Principles.
- To carry out other reasonable tasks from time to time as directed by the Headteacher.

### Days/Hours:

Term Time: 190 days per year

Plus 10 professional development days, as agreed with Operations Manager in September each year

Hours: 3:15pm-6:15pm Monday-Friday