

Advert



Caring, enthusiastic people needed to support pupils with Severe Learning Difficulties.

Cleaner Supervisor (Permanent)

Grade 14: £11.98-£12.38 per hour

27.50 hours per week, 44 working weeks per annum

Monday to Friday 15.30 – 21:00 hrs

To start as soon as possible

Enthusiastic and dedicated Cleaner Supervisor needed to supervise and support the cleaning staff team to maintain a spotless and hygienic environment for our special needs pupils. The role also involves lock up and secure the school buildings every evening, full training will be provided.

Becoming part of our community will mean embracing our ethos of valuing everyone's contributions and working collaboratively with all parties to ensure the very best provision for pupils.

Fiveways School is committed to safeguarding and promoting the welfare of children. All applicants must be willing to undergo Child Protection screening, including checks with current and past employers and an enhanced DBS clearance. References will be requested before interview. Due to KCSiE guidance, online checks will be carried out as part of our shortlisting process.

The school employs a rigorous "safeguarding" approach to recruitment.

Fiveways School strives to ensure that no employee or job applicant receives less favourable treatment than another on the grounds of age, disability, race, gender reassignment, marital or civil partnership, religion or belief, sexual orientation, sex or pregnancy and maternity.

Closing Date for Applications: **Tuesday 5th November 2024**

Date for Interview: **Friday 15th November 2024**



Fiveways School

A Specialist School for 'Communication and Interaction'

Fiveways School adopts a rigorous approach and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Victoria Road, Yeovil Somerset BA21 5AZ

Tel: 01935 476227 E-mail: office@fiveways.school

Headteacher: Mr Swavek Nowakiewicz

Website: <http://www.fivewaysschool.co.uk>

JOB DESCRIPTION

Job Title: Cleaner Supervisor
Grade and Salary Range: Grade 14, £11.98-£12.38
Responsible To: Headteacher, Business Manager and Caretaker

Purpose of the Job

This job description is directed towards a Cleaner Supervisor role within Fiveways (SLD) School. To maintain the highest standards of cleaning in designated areas within the school, thereby ensuring the health and safety of the pupils and to supervise the evening cleaning team.

Main Responsibilities and Duties

- Supervise and support the cleaning staff in conjunction with the Caretaker and School Business Manager, to ensure the highest standard of cleaning. This is particularly important bearing in mind the nature of the pupils within the school
- To oversee the security of the site of locking the buildings at the end of their contracted cleaning hours, which will be primarily in the evenings
- In conjunction with the Caretaker to organise and allocate duties of the cleaning workforce to ensure the efficient cleaning of all areas of the school
- The Cleaner Supervisor will be on hand to support the team to carry out their duties, reporting any difficulties, issues or concerns to the Caretaker for resolution
- To be added to the out of hours emergency alarm callout list and to abide by the instructions in the Lone Working Risk Assessment and not put yourself in danger

Cleaner Responsibilities and Duties

- Empty waste bins and dispose of collection bags safely.
- Wash, vacuum, polish floors using appropriate machine and cleaning agent.
- Wash and clean toilets/showers/hygiene changing areas using appropriate materials.
- Wash down, dust and polish furniture and particularly cleaning furniture tops in a careful and thorough manner, checking tables and chairs for any damage likely to cause injury.
- Undertake deep cleaning, washing walls, furniture and fixtures as per the annual schedule of cleaning.
- Operate a safe working environment for people still in the building.
- Maintain the cleaning storage cupboards in a tidy and safe condition ensuring that the contents of all chemical storage containers are clearly marked.
- Report faults in equipment.

Facts and Figures:

Use of cleaning machinery such as buffers and carpet cleaners.

Security of Buildings Include:

Main school site, sports hall, the cabins, 82 and 84 Victoria Road and the Training Centre as required.

Supporting Processes. Problem Solving and Creativity.

The post holder will work to deadlines within well known routines.

Decision Making.

- Refer difficulties to the Caretaker, Business Manager or Headteacher
- Working as part of a team (with LSA's or teachers) to ensure pupils safety and report any concerns/anticipate problems before they arise.

Physical Effort and Working Conditions.

Lone working at the end of the day to secure the school buildings, setting alarms as required. To liaise with the Caretaker on which parts of the school buildings are being used or let out of school hours (separate arrangements will be employed for securing the school buildings out of hours). Continuously on feet, physical cleaning work – using potentially hazardous cleaning materials. Cleaning equipment is of various sizes eg, polishers, mops Will be required to lift/carry equipment from place to place. Will require working in awkward positions. Clean toilets, classrooms, kitchens and offices.

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Contacts and Relationships.

- The postholder will have regular contact with Caretaker, other cleaners and school staff.

Additional Information.

- Pupils, staff and public may be around during working hours. Daily contact with line manager. Full training will be provided

Knowledge, Skills and Experience.

- Experience of cleaning and hygiene would be an advantage
- Understanding of the implications of COSHH regulations on work practice
- To be able to work as part of a team
- Experience of working in a school
- Experience of supervising a small group of staff

It is vital that as part of Fiveways School's approach to safeguarding, governing bodies and proprietors create a culture that safeguards and promotes the welfare of children in our school. As part of this culture, it is important to adopt robust recruitment procedures that deter and prevent people who are unsuitable to work with children from applying for or securing employment, or volunteering opportunities in schools and colleges.

I agreed that the job description is a fair and accurate statement of the requirements of the job. I am committed to Fiveways safeguarding and promoting the welfare of children and young people and follow policies and procedures.

The job description, together with any agreed objectives, will normally provide the main criteria against which to evaluate a post holder's performance, through the schools Performance Management / Appraisal / TAPP (Teaching Assistant Progression Pathway)* process. I understand that Fiveways School adopts a rigorous approach and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

***Delete as appropriate**

Job Holder (Signed): _____ Date _____

Headteacher (Signed): _____ Date _____

Swavek Nowakiewicz



Person Specification – Fiveways School

Job title: Cleaner Supervisor, 27.50 hrs per week

Grade: 14

	Essential	Desirable
Experience	Cleaning	- Experience within a school environment
Knowledge / Skills	<ul style="list-style-type: none"> - Ability to lead a team and work under guidance - Strong understanding of cleaning requirements - Good communication skills - Organised - Positive management skills 	- COSHH training
Professional attributes	<ul style="list-style-type: none"> - Solution focused and flexible - A positive team member who is reliable, consistent and able to use their initiative - Emotional resilience and the ability to remain calm under pressure - Empathic towards others - High expectations of yourself and also of your colleagues - Embrace the ethos of the school - Willingness to take on responsibilities - Excellent attendance and punctuality <p>Embrace the school vision, mission and values. Our core values are empathy, respect, high expectations, partnership and teamwork, excellence and enjoyment and ambitious for all</p>	<ul style="list-style-type: none"> - Flexible / positive approach to change - Good team player - Commitment

Employment gaps		- Clarify any gaps from application form
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Please see overleaf

For use by Interviewers: Summary

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