



JOB DESCRIPTION

Cleaning Assistant

Severndale Specialist Academy Vision

Our children and young people are aged 2 ½ to 19 and have a range of learning difficulties. These include moderate, severe, complex and profound learning difficulties, those with autism, complex medical conditions and physical and mobility difficulties. A number of our young people present behavioral difficulties arising from their condition; many have communication difficulties.

Enabling communication, independence and enjoyment for life.

Purpose of the Post

The purpose of this post is to provide a high quality cleaning service across the academy.

Personal Skills required

- Organised with good time-management skills
- Excellent communication skills
- Ability to work independently and as part of a team
- Positive and enthusiastic when faced with challenges

Duties and Responsibilities will include

- To clean an allocated area within the school to a very high standard
- Mopping, sweeping, emptying of bins, polishing, window cleaning and toilet area cleaning
- To carry out three 'Spring' cleans per year during holiday periods. The hours worked for the 'Spring' clean will be your normal weekly hours but carried out during the day time
- You will be required to use machinery for which you will receive relevant training
- You will be expected to attend safety courses

Reporting

Your line manager will be the Site Cleaning Supervisor, the Site Service Supervisor and ultimately the Principal.

Benefits of the Post:

1. The grade of the post is: Scale 3, Point 2 with a progression scale to Point 3
2. The hours of work are: 15.00 hours per week, Term Time plus 5 PD days and an additional 2 Deep Clean weeks
3. Continual Personal Development

The above job description does not define in detail all of the duties and responsibilities of the post in question. It may be necessary to re-evaluate areas of responsibility. After due consideration and discussion areas may be amended in consultation with the Principal.

The Learning Community Trust is committed to safeguarding and promoting the welfare of Children and young people. All post holders are subject to an enhanced DBS check (including a check on the children's barred list) for the successful applicant. References will be checked following the Learning Community Trust recruitment and selection process. We are committed to equality and diversity



and follow the Safer Recruitment practices as set out in the Statutory Guidance - Keeping Children Safe in Education.

For more information regarding our schools commitment to safeguarding, please see our website for our school policies - <https://severndaleacademy.co.uk/our-school/policies/>