Watergrove Trust

Providing more

Cleaner

Sandbrook Community Primary School, Hartley Ln, Rochdale, OL11 2LR
Grade 2
17.5 hours per week

THE CHURCH OF ENGLAND
Diocese of Manchester

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Welcome and Introduction to Watergrove Trust

Watergrove Trust offers a unique opportunity to be part of a dynamic, forward-thinking Multi-Academy Trust committed to "Providing more" to the communities we serve, enabling life in all its fullness. Joining our team means contributing to a vibrant educational environment where Coaching, Challenge, and Innovation are at the heart of everything we do.

Choosing to work at Watergrove Trust means becoming part of a community that values integrity, excellence, and accountability. We are dedicated to ensuring our academies operate within a framework of best practice, and we seek individuals who share our passion for education and our commitment to making a positive impact.

Advertisement & Application Details

Cleaner

Salary/Grade: £25,615 - £26,017 Pro Rata (Grade 2, pt. 3-4)
Hours: 17.5 hours per week, Monday - Friday(hours to be confirmed at interview)
Location: Sandbrook Community Primary School, Hartley Ln, Rochdale, OL11 2LR
Special Conditions of Service: The School operates a Smoke Free Policy for all its employees and applies to any building and associated grounds within the immediate vicinity of the school.
This post is employed on an all year round basis but staff are required to take annual leave during the school holidays following pre-approved leave requests.
Enhanced DBS clearance is required.

Watergrove Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Purpose and Objectives of the Job:
To undertake the cleaning of designated areas as allocated. To ensure the standards are such that they meet the terms of the cleaning specification of the school.

Organisational Chart:

Headteacher/ Head of School
Deputy Headteacher
Business Manager
Site Manager and Assistant Site Manager
Cleaner

How to Apply:
To apply, please complete our online application form using the person specification to help guide you to demonstrate how you meet the criteria for the post.

Application Deadline: Friday 20th November
Interviews: Week Commencing 23rd November

Website: www.watergrovetrust.co.uk

Job Description: Cleaner

THE POSTHOLDER MUST:

1. Perform his/her duties in accordance with the Trust's Equality and Diversity Policy.
2. Ensure that the Trust's commitment to public service orientation and care of our customers is provided.
3. Be able to render regular and efficient service to undertake the duties of this post.

PRINCIPAL DUTIES :

- Cleaning classrooms, toilet areas, corridors, offices and other areas within the site
- Sweeping, mopping or vacuuming the floor areas
- Use of electrical cleaning equipment where appropriate
- Polishing of fixtures and fittings
- Emptying of litter bins
- Cleaning of all sanitary areas, toilets, showers and bathrooms and daily replenishment of toilet disposables such as soap, paper towels and toilet rolls
- Periodic cleaning, including skirting boards, pipes and window ledges
- Responsibility for closure of all windows, doors and switching off of lights within areas the postholder is working within
- To report any faulty equipment/machinery and potential hazards the Assistant Site Manager/ Site Manager
- To store chemicals/consumables in a safe and secure place and to ensure efficient and effective usage
- To order chemicals/consumables as necessary through the Assistant Site Manager/ Site Manager

SECONDARY DUTIES:

1. Uphold the professional standards expected of every member of Trust staff in all dealings with colleagues, students, parents / carers and the wider community and adhere to the principles expressed in the aims of the Trust.

2. Work collaboratively across departments with colleagues and students to ensure the Academy & Trust operates as effectively as possible to achieve its aims. Develop collaborative working relationships with other managers and colleagues in the Trust.

3. To participate in programmes of training as a trainee and when required as a trainer facilitator. Actively contribute to the continued development of the Trust by attending training, participating in relevant meetings, and putting forward ideas for improvement. To demonstrate a commitment to self-review and professional development.

4. Be aware of and comply with policies and procedures relating to child protection, health & safety and security, confidentiality and data protection, reporting all concerns as appropriate.

5. Maintain designated databases/files in accordance with Trust policies for data governance, as appropriate for the role.

6. To support and participate in team working across the Trust, including working within other areas/ schools as required in the light of operational needs of the Trust and to facilitate the career development of the post holder. Prepare and contribute to Trust wide development by sharing best practice and professional feedback.

7. To undertake duties as part of the team rota - To act as a team member and undertake general office duties as and when required to support the overall service delivery to the academies, students and families. Be a positive, collaborative team member.

8. To undertake such other duties and responsibilities of an equivalent nature commensurate with the level of responsibility that may be allocated periodically, as may be determined from time to time by the Headteacher (or nominated representative) in consultation with the postholder (and if he/she so wishes, with his/her Trade Union representative).

9. The postholder's duties must at all times be carried out in compliance with the Trust's Equal Opportunities Policy and other policies designed to protect employees or service users from harassment.
a) Take reasonable care of the health and safety of self, other persons and resources whilst at work.
b) Cooperate with management of the trust as far as is necessary to enable the responsibilities placed upon the trust under the Health and Safety at Work Act to be performed, eg operate safe working practices including both mental and physical wellbeing.
c) It is the duty of the postholder not to act in a prejudicial or discriminatory manner towards employees. The postholder should also counteract such practice or behaviour by challenging or reporting it.

10. To attend and participate in meetings as required.

11. Play a full part in the life of the Academy community, supporting our ethos and values encouraging staff and students to follow this example.

12. Support the Academy & the Trust in meeting our legal requirements for worship.

13. Actively promote the Academy & Watergrove Trust corporate policies.

Person Specification

Essential:

- Willingness to participate in relevant training and development opportunities.
- To be Numerate and Literate
- Please tell us about your ability to undertake cleaning duties to the highest standards
- Please tell us about your ability to understand verbal and written instructions
- Please tell us when you have worked on your own initiative without supervision
- Please tell us about when you have worked as a member of a team
- Please tell us about your ability to operate powered cleaning equipment e.g. vacuums, floor cleaners
- Please tell us about your ability to use cleaning products in accordance with safe working practices
- The ability to converse at ease with customers and service users and provide advice in accurate spoken English.
- Our mission then is to be ever "**Providing more**" to the communities we serve, to enable life in all its fullness. Our Trust is enabled by a mutual interdependency within which we will always: Coach, Challenge, Innovate

Desirable:

- To possess a Level 2 qualification in Literacy and Numeracy
- Able to work if necessary, within other Trust schools in the borough

Staff Wellbeing, Benefits & Safeguarding

What We Offer You

At Watergrove Trust, we take pride in supporting our workforce and creating an environment where staff thrive:

- Pension: Local Government Pension Scheme (LGPS) with attractive employer contribution rates (up to 21.4%).
- Healthcare Support: Access to SmartClinic occupational health services and wellbeing support.
- Cycle to Work Scheme: Tax-efficient transport options.
- Family Friendly: Generous approach to flexible working policies (#Happytotalkflex).
- Professional Development: Continuous access to funded training, certifications, and career progression across our multi-academy trust.

Safeguarding & Equal Opportunities

- Watergrove Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- Clearances: Appointment to this post is subject to an Enhanced Disclosure and Barring Service (DBS) check and satisfactory pre-employment references.
- Diversity: We value diversity and ensure that no candidate or employee receives less favourable treatment on the grounds of age, sex, race, disability, sexual orientation, religion, or belief.