

Corporation Road, Darlington, DL3 6AR

www.corporationroadschool.co.uk

Telephone 01325 244940 Email: admin@corporationroad.darlington.sch.uk

Headteacher: Ann Pringleton Deputy Headteacher: Gareth McManus

Assistant Headteacher: Pam Sayer

Cleaning Operative

Salary: Band 1 SCP 3

£6,270

12.5 hours per week

We are looking to recruit a cleaning operative to join our established team.

The successful candidate must have good communication skills and the ability to maintain a high standard of cleaning.

The post will be based in Corporation Road Primary School however, the Trust reserves the right to require you to work at other schools in the Trust. As part of Lingfield Education Trust, there are exciting opportunities to work across the Trust and for career progression.

Lingfield Education Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all our staff and volunteers to share this commitment. All appointments are, therefore, made subject to receipt of a completed application form, satisfactory references and Enhanced Disclosure and Barring Check.

If you are interested in the role, an application pack and further information can be requested from Janet Sowerby, Office Manager, on 01325 244940 or by email

admin@corporationroad.darlington.sch.uk. Applications must be returned to admin@corporationroad.darlington.sch.uk by email marked for the attention of the Janet Sowerby.

Closing Date: 11th March 2021

Interview Date: 12th March 2021

CORPORATION ROAD PRIMARY SCHOOL

JOB DESCRIPTION

POST TITLE : Cleaning Operative

GRADE : Band 1 (SCP 3)

REPORTING Reporting to the Cleaning Supervisor or **RELATIONSHIP** equivalent

JOB PURPOSE : To clean the designated areas in line with the schools quality procedures and work programmes in a safe and efficient manner

POST NO.

MAIN DUTIES/RESPONSIBILITIES

1. To clean all allocated areas which may include any or all of the following ;
 - Toilets and washrooms
 - Offices and classrooms
 - Corridors and walkways
 - School Halls*(Please note this list is not exhaustive)*
2. To respond to communication with customers / clients and colleagues.
3. To ensure that a high standard of work is maintained in accordance with Quality Systems
4. To comply with Health and Safety policy and systems, including COSHH regulations
5. To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
6. The post holder must carry out his/her duties with full regard to the Trust's Equal Opportunities and Racial Equality Policies in the terms of employment and service delivery to ensure that colleagues are treated and services delivered in a fair and consistent manner.
7. To comply with health and safety policy and systems, report any incidents/accidents/hazards and take pro-active approach to health and safety matters in order to protect both yourself and others.
8. Any other duties of a similar nature related to the post which may be required from time to time.

PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL TRUST POLICIES, INCLUDING THE NO SMOKING POLICY.

THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING

CHECKS, INCLUDING A SATISFACTORY DBS BEFORE AN OFFER OF

APPOINTMENT IS CONFIRMED. FOLLOWING APPOINTMENT THE EMPLOYEE WILL BE SUBJECT TO RE-CHECKING AS REQUIRED FROM TIME TO TIME BY THE TRUST.

CORPORATION ROAD PRIMARY SCHOOL

CLEANING OPERATIVE, PERSON SPECIFICATION

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Experience & Knowledge				D1	Previous cleaning experience in either industrial or contract setting	AF,I,R
				D2	Knowledge of Health and Safety practices at work	AF,I,R
Skills	E1	Good verbal communication skills	I, R	D3	Previous experience of using a range of different cleaning equipment and tools	AF,I,R
	E2	Experience of working with a range of people	AF,I,R	D4	Manual handling training and experience	AF,C
	E3	Ability to maintain high standard level of cleaning	I,R,			
Special Requirements	E4	Motivation to work with children	AF,I,R,D			
	E5	Ability to form and maintain appropriate relationships and personal boundaries with children	AF,I,R,D			



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	E6	Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	AF,I,R,D			
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Key identified	Stage
AF	Application Form
C	Certificates
T	Tests
P	Presentation
I	Interview
R	References
D	Disclosure Check

Issues arising from references will be taken up at interview, all appointments are subject to satisfactory references



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