

THE KING'S ACADEMY
CLEANING ASSISTANT
JOB DESCRIPTION



The main duties of the Cleaning Assistant role include:

- To undertake all cleaning and associated duties in relation to the operation of the cleaning service as assigned.
- Duties include: sweeping, vacuum cleaning, disposal of rubbish, dust, damp wiping, burnishing, mopping, cleaning of toilet / shower areas and associated activities.
- To ensure duties are undertaken in accordance with the work schedule and customer requirements.
- To comply with all Academy and site rules, regulations, procedures and policies.
- To use cleaning machinery, equipment and chemicals in accordance with COSHH procedures.
- To report immediately to your line supervisor any unsafe procedures, working practices and unsafe machinery, including any dangerous occurrences, near misses and accidents.
- Any other reasonable duties as required by the Principal.

The Cleaning Assistant reports to the Cleaning Supervisor in order to provide an efficient, effective and quality service.

The Emmanuel Schools Foundation is committed to safeguarding of children and all staff are expected to ensure that The King's Academy is a safe and secure environment for our students.

Please note that this detail is indicative and can be amended, updated or replaced as appropriate in order to remain in line with any future legal requirements or expectations.