



## Southwick Community Primary School

Shakespeare Street, Southwick, Sunderland SR5 2JX

Telephone: 0191 500 9554

E-mail: info@southwickprimary.co.uk

Head Teacher - Mr Christian Robson  
Chair of Governors - Mrs Pauline Walmsley



### **Job Description: Cleaner**

**Hours:** 7.5 hours per week (all year round)

**Contract type:** Permanent

**Salary:** Grade 1 £12.85 p/h (£24,027.00 – £24,404.00 FTE pro rata to hours worked)

**Reporting to:** School Business Manager / Headteacher

**Responsible for:** N/A

### **Post to commence as soon as possible**

The Governors are seeking to appoint a highly motivated and enthusiastic cleaner to join our strong and very supportive team.

We are looking for a someone who:

- Is able to manage time effectively
- Is able to work both alone and in a team
- Has an awareness of health and safety procedures
- Has high expectations of themselves
- Is an excellent team player
- Is able to communicate effectively in a wide range of situations
- Punctual, reliable and trustworthy

Main Duties:

- Cleaning the school site
- Vacuuming carpeted areas and washing floors
- Sweeping uncarpeted areas
- Emptying and cleaning bins
- Spot cleaning of spillages
- Cleaning desks, seats, sills and skirting boards
- Cleaning toilet areas and replenishing toiletries
- Cleaning doors and windows
- Checking stock levels of cleaning materials
- Reporting all defects/hazards immediately to the caretaker or supervisor

As a School we can offer you:

- A committed and dedicated staff that are driven to raising standards.
- A very supportive working environment.



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The post holder must:

- Act in compliance with the data protection principles in respecting the privacy of personal information held by the council.
- Comply with the principles of the Freedom of Information Act 2000 in relation to management of Council records and information.
- Carry out their duties with full regard to the Council's Equal Opportunities Policy, Code of Conduct, Child Protection Policy and all other Council policies.
- Comply with the Council's Health and safety rules and regulations and Health and Safety Legislation.

***This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore will be subject to a criminal record check from the Disclosure and Barring Service.***

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Application forms should be returned to the Headteacher/Business Manager.

**Closing Date:** 15<sup>th</sup> April 2026 NOON

**Shortlisting:** 15<sup>th</sup> April 2026 PM

**Interview dates to be arranged for:** W/C 20<sup>th</sup> April 2026