



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: 12.5 hours per week (all year round)

Contract type: Permanent

Salary: Grade 1 £12.85 p/h (£24,796.00– £25,185.00 FTE pro rata to hours worked)

Reporting to: School Business Manager / Headteacher

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.

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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Hard copy version of the completed forms should be returned to Southwick Community Primary School, Shakespeare Street, Southwick, SR5 2JX

Or

Electronic copy version of completed forms should be emailed to info@southwickprimary.co.uk

Application forms should be marked for the attention of the Headteacher/Business Manager.

Closing Date: 24th June 2026 NOON

Shortlisting: 24th June 2026 PM

Interview dates to be arranged for: W/C 29th June 2026