Cleaner







"A great school at the heart of the Ormskirk community"





Part of the Endeavour Learning Trust Family

ENDEAVOUR LEARNING TRUST

Ormskirk School
& Sixth Form College

Dear Applicant,

Thank you for showing an interest in Ormskirk School, part of the Endeavour Learning Trust family.

If you feel you share our values, have the vision and drive for excellence and want to be part of a dedicated team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

Our School

Our school community is built upon shared core values. Our belief in opportunity for all means that we are an inclusive and aspirational school, encouraging all to aim high and enjoy their learning. Although we have been through a difficult time recently as a school we are now enjoying rapid and sustainable development in partnership with Endeavour Learning Trust.

We value and celebrate the many and varied achievements of all; recognising the exciting and limitless potential that students have and encouraging them to fulfil this in a caring, disciplined and inspiring environment.

Our overall aims are to provide:

- A world class education for all our students, regardless of ability or background, which builds resilience, confidence and drive, in an ever-changing world
- A workforce of the highest calibre, with a winning combination of teamwork, skill, experience, passion and an unwavering commitment to excellence
- A relentless focus on individual and collective improvement and personal and professional development, in an ethos of high expectations and personal ambition
- The moral imperative to ensure that no child is left behind and no individual is overlooked in their uniqueness and distinctive potential
- A nurturing environment, where everyone feels safe and valued and where we get the balance right between encouragement and support and stretch and challenge, so that all of us can aim high and work together to make those aspirations a reality
- A genuine commitment to foster partnerships, across our family of schools, with our parents, other strategic partners and our wider communities
- The expertise to efficiently and effectively deploy and maximise our resources across the Trust and our wider networks and partnerships

Our commitment is to make Ormskirk School and Sixth Form College a place where excellence and high expectations are recognised as the norm: a school to which everyone is proud to belong.

Our family ethos is tangible; we work as a team; we want the best for everyone. But we are also staunch in our commitment to doing this in a way which protects the wellbeing of our staff and our students; our commitment to reducing workload is non-negotiable. We seek to thrive; individually, together, in our classrooms, staffrooms, schools and across the Trust.

We hope the enclosed information about the role will encourage you to apply.

Yours faithfully,

Mr J Burnham
Headteacher

Advert – Cleaner

Ormskirk School are looking to appoint a part time cleaner to ensure the upkeep and cleaning standards of our fantastic secondary school and sixth form.

You will be required to work as part of a team, undertake a variety of cleaning duties and provide a high standard of cleaning.

This would be an ideal opportunity for someone who is calm, approachable and punctual with a flexible attitude, a keen eye for detail and the ability and desire to be part of the team.

In return we can offer you:

- A truly supportive and encouraging team within School
- A fantastic Local Government Pension Scheme
- Free on-site parking
- 24/7 access to employee wellbeing package
- Modern, well-resourced school environment
- 50% off Endeavour Children's Holiday Camps
- Term time only employment which supports long holidays

This position is part time, permanent and term time only plus 4 weeks

To apply for this vacancy, please complete a support staff application form found on the vacancies section of our website and return to m.fairhurst@endeavourlearning.org

Applications should be submitted by 9am on Friday 14th April 2023

Interviews will be held on Wednesday 19th April 2023

If you require any further information about this role please contact our Recruitment Manager, Mollie at m.fairhurst@endeavourlearning.org or on 01772 817904

Candidates should ensure that they and their referees are easily contactable, with the correct phone number and email address and able to reply promptly if references are requested.

Ormskirk School reserves the right to close the recruitment process earlier than advertised should it received a high volume of applications for this vacancy. Therefore, it is advisable to apply as early as possible if you would like to be considered for this role.

Due to the high volume of applications received by Ormskirk School we are unable to provide individual feedback on applications.

This post is subject to an enhanced DBS check

Endeavour Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

Job Description – Cleaner

JOB DESCRIPTION	
Job Title	Cleaner
Grade	Foundation Living Wage
Salary	£21,029 per annum
Pro Rata	£7,828.28 per annum
Location	Ormskirk School, Wigan Road, Ormskirk L39 2AT
Hours Per Week	15 hours per week Monday to Friday 3:30pm to 6:30pm
Weeks Per Year	Term time only plus 4 weeks
Contract	Permanent, Part time
Responsible to	Cleaning Supervisor

Job Purpose

Under the direction and instruction of the Site Supervisor, to undertake the cleaning of designated areas within the School premises to ensure that they are kept in a clean and hygienic condition, to the agreed quality standards.

Main Activities

- Cleaning including closure cleaning;
- Sweeping, vacuum cleaning and mopping of floors;
- Emptying litter bins;
- Polishing and dusting of surfaces and fixtures and fittings;
- Cleaning of changing rooms, toilets and shower facilities, including replenishment of paper towels, toilet rolls and other disposables;
- Using appropriate powered equipment e.g. floor buffer;
- To notify line management or other Senior member of staff, of any damage to buildings and equipment or anything you see that may be dangerous to pupils or staff;
- To inform Site Supervisor of matters requiring attention e.g. light bulb replacement, blocked toilets etc;
- To inform Site Supervisor when there is low stock of cleaning materials and other disposables etc;
- To undertake training in the correct use of cleaning equipment as appropriate;
- Additional cleaning for one-off occasions i.e. Open Evenings, Visits etc.

General

- At all times to carry out the duties in accordance with school-based policies and Health and Safety procedures;
- To participate in the School's appraisal scheme where appropriate;
- The duties may be varied by the Headteacher and/or Governing Body to meet changed circumstances in a manner compatible with the post held.

Person Specification – Cleaner

Personal Attributes required (on the basis of the job description)	Essential (E) Or Desirable (D)	Identified by: Application Form (AF), Interview (I), Test (T) or other
EXPERIENCE The successful candidate will have:		
Experience of working as a cleaner	D	AF/I/T
Experience of using powered equipment (e.g. floor buffer)	D	AF/I/T
Experience of previous work in a school environment	D	AF/I
SKILLS AND ATTRIBUTES The successful candidate will be able to:		
Ability to work as part of a team	E	AF/Interview
Flexible attitude to work	E	AF/Interview
Ability to work in an organised and methodical way	E	AF/Interview
Awareness of Health & Safety issues	D	AF/Interview
Awareness of CoSHH	D	AF/Interview
Good interpersonal skills	D	AF/Interview
Positive approach to customer care and service delivery	E	AF/Interview
Commitment to undertaking relevant training and development	E	AF/Interview
Flexible attitude to work	E	AF/Interview
Ability to work in an organised and methodical way	E	AF/Interview
OTHER		
Commitment to equality and diversity	E	I
Commitment to health and safety	E	I
Commitment to attendance and punctuality at work	E	I
Commitment to safeguarding and protecting the welfare of children and young people	E	I
Compliance and adherence to the document 'Guidance for Safer Working Practice for Adults who work with Children and Young People in Education Settings'	E	I
Compliance and adherence to the document 'Guidance for Conduct'	E	I
Clearance through the Disclosure and Barring Service - (Clearance is required before confirmation of appointment)	E	AF/I

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