

The Advertised Post – Permanent Cleaner

Grade 2 - £24,796 per annum, pro rata

Gross pay £9,725 (plus excellent benefits including pensions options)

15 Hours per week (usually 4.15pm – 7.15pm) Monday to Thursday 3.15pm – 6.15pm Fridays

Over 43 weeks per year 38 weeks Term time plus Inset & holiday cleans

(1 week at Easter & 3 weeks during the summer holidays)

We currently have a vacancy for permanent cleaners to join our friendly team. The post is for 15 hours per week term time plus five inset days and 4 weeks for holiday cleaning as required and agreed.

The successful candidate will undertake, as part of a team, the cleaning of designated areas of the premises to ensure that they are kept to a very high standard of cleanliness and a hygienic condition as directed by the Caretaker and School Business Manager.

We are a flourishing school, nursery & pre-school in wonderful setting and want to create a wonderful environment for our children.

We welcome applications from candidates who:

- are enthusiastic, positive, well-motivated and passionate about meeting the needs of our school
- is a versatile and flexible team member
- are skilled at developing positive relationships with colleagues
- keen to learn from others, willing to share good practice and develop their expertise

Central to our values is our motto of 'Learning and Achieving Together' which encompasses and includes all members of our school community, including teachers. At Dunalley, we can offer:

- An enthusiastic, energetic and supportive team in which staff wellbeing is highly valued
- High quality CPD
- Excellent employment benefits and local Government pension Scheme

General duties will include:

- Cleaning
- Washing of floors using a mop or scrubber dryer, walls, etc.
- Sweeping and Vacuum cleaning
- Emptying of litter bins and recycling bins
- To clean toilets, urinals, hand basins and sinks as necessary
- To dust, damp wipe, wash or polish the furniture, ledges, window sills and external surfaces of cupboards, radiators, shelves and fittings of the designated areas.

Cleaning duties will vary between term and closure periods as directed by the Caretaker and School Business Manager.

All duties will be carried out using appropriate materials and equipment and all cleaners will be required to work in any part of the establishment, using safe working practices always.

There will be an opportunity to visit the school for a tour upon request.
Please email applications@dunalley.gloucs.sch.uk to make an appointment.

Application Procedure – please read carefully

The Application Form is available on the school website and should be completed as soon as possible. Please take care to follow the instructions on the form carefully. Please do not send a CV as we do not accept applications by this method.

Your application should include the names and addresses of two referees, one of whom should be your current or most recent employer. If you are not currently working with children or in a school setting but have done so in the past, you should provide details so that we are able to obtain an additional reference from the employer by whom you were most recently employed in working with children or in a school setting. It will be necessary to contact referees by email, so please ensure you give email addresses.

Referees will be asked about any disciplinary offences relating to children (including any in which the penalty is 'time expired'), whether there have been any child protection concerns and the outcome of any enquiry or disciplinary procedure.

The completed application form should be returned by noon on Tuesday 16th December by email to applications@dunalley.gloucs.sch.uk Short-listed candidates will be invited to attend for interview, interview dates will be arranged with successful candidates.

Please note that response times may be longer during the school holidays, as staff are not always in school and may be taking annual leave. Thank you for your patience while we process your application.

Safeguarding

Our school has a commitment to safeguarding and promoting the welfare of children. We regularly review our policies on Child Protection and on Security, our child protection and safeguarding policy is available [here](#). Applicants for all posts should include a declaration of any criminal conviction in their application, please review our policy on employment of ex-offenders [here](#).

Shortlisted candidates will be required to complete a self-declaration about any criminal records and share any information that may make them unsuitable for employment.

Successful candidates will undertake a full criminal record check via the DBS process.

About our School

Dunalley Primary (Community) School and Nursery & Pre-school is set in a beautiful part of Cheltenham town and serves a wide, mainly local community.

Dunalley is a great place to come for our pupils, their families and is a positive environment for our staff. We have a loyal and dedicated team of teaching and support staff and offer varied professional development opportunities to all staff. Staff welfare is important to us, and we have high staff retention. The children and staff have fantastic attitudes towards learning and believe that if they work hard they will succeed. We are solution focussed and encourage our whole school community to have a positive attitude towards life.



We strive to be the best we can be in all we do. In nurturing our whole school community and in creating opportunities for all to improve, including pupils, staff and parents alike, we aim to develop resilient, bold, creative and passionate learners. We are proud of the education that we offer our children and the high standards that we maintain. We constantly strive to make our school a happy place where children's achievements are recognised and rewarded at every level. Our emphasis is on praise and encouragement to increase the children's self-esteem and confidence.

We embrace diversity. Our ethos is built around the strong core values of community, respect, tolerance, democracy, valuing each other and being happy in what we do.

I look forward to reading your application

Yours sincerely,



Sara Byrne
School Business Manager