BROXBOURNE CE PRIMARY SCHOOL

***MILL LANE BROXBOURNE HERTS EN10 7AY***

***Tel: 01992 462419***



**POST: Cleaner**

**Grade: HB**

**10 hours per week (term time only)**

**Plus some holiday cleaning**

Our school is a happy school which is founded upon a strong tradition of encouraging children to develop a caring and thoughtful approach to others. We seek to raise the achievement of our children within the context of a caring Christian community. Our children live by the School Promise, which is that ‘Everyone has the right to feel safe and the right to learn.’ We enjoy links with our Parish Church, St Augustine’s, and the United Reformed Church.

The school is in a beautiful setting with the New River at the front and the River Lea at the back.

We value a close relationship with our families and believe that children can only do their best when they feel secure and happy at school. We believe that we each have a vital and important contribution to make to the life of our school and that it is important to contribute also to our local and wider community.

We are always keen to cooperate with other schools, to share expertise and experiences. Above all we embrace new initiatives without losing sight of the real world of learning and teaching. By working together we seek to ensure that all our children build on their enthusiasm and zest for life to grow into keen independent learners who can approach their secondary education with confidence and responsibility.

***Please return your application form to Mr Paul Miller, Headteacher by 12 noon on Monday, 8th March 2021. Interviews are expected to take place on Thursday, 11th March 2021.***

***In line with our commitment to safeguarding children, all appointments are subject to DBS checks. Any discrepancies or anomalies regarding employment history will be followed up at interview. Previous employers will be contacted for verification.***

**OUR SCHOOL VISION AND AIMS**

**Vision Statement**

Our School Vision was established through consultation with all members of our school community and was revised in January 2019. It our belief that our all members of our school community should strive to:

**‘Dream, Believe and Achieve with God’**

**Mission Statement**

We will achieve this at Broxbourne CE Primary School through developing and fostering a love of learning, a love of God, a love of life and a love of each other.

**Our Commitments**

We are committed to:

* **Children being at the heart of every decision**
* **Providing excellence in learning which is inspiring, exciting and fun**
* **Providing a safe, loving, and nurturing Christian community**

“You shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength [and] you shall love your neighbour as yourself.”  (Mark 12:30-31)

Loving and valuing everyone is a central element of Christian behaviour and is at the heart of the life of our school. Broxbourne CE Primary is a place where we learn how to love God, one another and ourselves. This is achieved through collective worship, religious education and the application of Christian Values to relationships within and beyond the school.  We strive to nurture among everyone a real sense of purpose of who we are in the world and how special and unique we are in the eyes of God.  We aim to be a Christian family where all are respected and appreciated and we endeavour to inspire children to create a better world through thoughtful respect and compassion.

**Our Christian Values**

The Christian values that we hold are:

**Respect, Equality, Service, Perseverance, Excellence, Compassion, Trust**

Through these values, we engage children in learning that helps them be respectful and aware of the feelings, emotions and beliefs of others in our society.   We also aim to help pupils understand the role of British values in this society including, democracy, the rules of law, individual liberty and respect and tolerance of those with different faiths. This is done overtly through our history and our RE topics.   Our curriculum threads SMSC (Spiritual, Moral, Social and Cultural) across all areas of learning and school life and ensures pupils are aware of the history and values of Britain and prepares our children to succeed and contribute positively to life in modern Britain.  We develop children’s knowledge, understanding, and awareness of Christianity, as the predominant religion in Great Britain, and of the other principal religions represented in this country.

**Our Vision:**

Love learning Love God Love Life Love Each Other

**Our Aims**

|  |  |  |  |
| --- | --- | --- | --- |
| **Love Learning** | **Love God** | **Love Life** | **Love Each Other** |
| Everyone has the right to feel safe and the right to learn  We aim to achieve this by:   * providing a stimulating and creative learning environment * inspiring confident, independent learners who value success * delivering lifelong learning opportunities | Everyone is valued and able to grow in the love of God  We aim to achieve this by:   * nurturing our children’s spiritual, moral, social and cultural development * working together within a caring Christian community | Be healthy, happy now and tomorrow  We aim to achieve this by:   * providing a calm, happy, secure environment that cultivates everyone’s wellbeing * ensuring all children have an awareness of local and global environments * preparing children for the opportunities, responsibilities and experiences of life | Love, care and respect for one another  We aim to do this by:   * promoting equality, honesty and trust * developing an awareness of our multi-cultural, multi-ethnic society * listening to each other and developing relationships with the wider community * valuing the distinctive contribution that each of us makes to the life of our school |

**SCHOOL ORGANISATION**

We have 243 children currently on roll in our one form entry Nursery and Primary school. The children are taught in mixed ability classes according to school year group. We use a variety of teaching methods and organisation to ensure our children raise their achievement and enjoy their learning. Whole class teaching, group work and individual teaching are all used. Teachers, Learning Support Assistants, parents and friends of the school all work together to enhance the learning opportunities offered to our children.

**JOB DESCRIPTION**

**POST TITLE:** Cleaner

**SALARY GRADE:** HB

**RESPONSIBLE TO:** School Manager,

Deputy Headteacher and Headteacher

**EFFECTIVE FROM: ASAP**

#### Purpose of the Job

To provide a clean, healthy and safe environment for users of the school buildings and grounds.

#### Main Areas of Responsibility

1. daily and periodic cleaning of designated areas of the school building and grounds to ensure they are kept in a hygienic condition including according to the schedule of work, including:

* vacuuming and cleaning floors including the use of powered equipment
* dusting and polishing furniture and other surfaces
* cleaning walls and other paintwork, tiling and mirrors
* emptying and cleaning waste bins
* cleaning toilets, sinks and basins
* some porterage duties, including movement of furniture and equipment within the school as required;
* Knowledge of COSHH is desirable but not essential, (training can be given if required);
* assistance with the maintenance of a healthy and safe environment.

Designated areas can be classrooms, offices, receptions areas, school halls, etc.

b) To contribute to a working environment which supports equal opportunities and anti-discriminatory practice.

#### Organisation Chart

**Equality and Diversity:** at Broxbourne CE Primary School, we acknowledge our statutory duty to eliminate unlawful discrimination on grounds of disability. We promote equality of opportunity and good disability relations. We aim to make ‘reasonable adjustments’ to working conditions or the workplace to overcome the practical effects of a disability.

**Knowledge, Experience and Training:**  No specific qualifications required. Basic understanding of health & safety procedures

**Problems and Decisions:** Problems may arise in connection with powered equipment. These or any other problems or concerns should be reported to the caretaker. The successful candidate should be aware of cleaning supplies running low and report this to the caretaker.

## Physical Effort: Pushing heavy cleaning equipment. Bending and stretching to move furniture and other articles around. Approx. 90% to 100% of the time

## Working Environment: Some exposure to strong cleaning materials.

**Additional Information:** It is not always possible to define completely the duties and responsibilities attached to posts and some variations may be necessary from time to time.

**PERSONAL SPECIFICATION**

# Cleaner

#### Knowledge, Experience and Training

* He or she will have a commitment to working within the ethos of the school; carrying out its aims; working in partnership with the Headteacher, Deputy Headteacher, School Manager and all school staff and Governors;
* he or she will be an efficient and effective cleaner;
* he or she will value the importance of developing positive relationships with all in our school community;
* he or she will enjoy being part of a team;
* he or she may have previous experience of cleaning in a school setting or similar;
* he or she will ideally have a knowledge of Health And Safety issues.