



PRIOR PARK COLLEGE BATH

Post: Cleaner Reporting to: Assistant Bursar

Prior Park Schools

Prior Park College is an independent day and boarding school for 600 girls and boys aged between 11 and 18. The school occupies an imposing 50-acre site on Ralph Allen Drive in Bath, combining beautiful Grade 1 listed buildings with more modern, purpose-built facilities. Prior Park College is one of the group of Prior Park Schools, which includes our junior school, The Paragon, on a 7.5 acre site in Lyncombe Vale, Bath, and our sister school, Prior Park Gibraltar, opened in September 2016. More information can be found at www.priorparkcollege.com.

The Role

The Cleaner, based at Prior Park, will play an important role by carrying out cleaning and associated duties at the premises. The main purpose of this position is to assist with the cleaning of all areas of the school including classrooms, boarding accommodation, toilets, showers, offices and public rooms. Work will be allocated by the Assistant Bursar. The Cleaner will be expected to work independently and as a part of a team, reporting directly to the Assistant Bursar. The post holder will have a duty of care for their own health and safety and the health and safety of others, particularly when undertaking their cleaning duties. The post holder must ensure care, attention to detail and compliance with safety policies and procedures at all times. The school will provide personal protective equipment, which should be used whenever necessary. If in doubt, staff should seek advice from the Assistant Bursar. It is expected that the Cleaner will actively participate in any work related training that the School may deem necessary or beneficial to the School and / or the Cleaner's own development. This will include compliance with any regulatory standards that the School may be expected to achieve.

Please note that this list is not exhaustive and other additional, reasonable tasks falling within capabilities of the post holder may be required, depending on the needs of the Schools.

Personal and Professional Specification

The ideal candidate will display the following essential and desirable attributes.

The essential criteria for this role include:

- Basic level of literacy and numeracy
- Good communication and organisational skills
- Ability to follow verbal and written instructions but also to use own initiative
- Ability to work under pressure, specifically on occasions when there are deadlines to meet.
- Total integrity
- Ability to work as part of a team as well as on their own.

The successful candidate will be able to walk up and down flights of stairs on a daily basis.

It is highly desirable for the post holder to be driven and flexible. Ideally the post holder should have some experience in cleaning in schools/businesses.

Child Protection

Prior Park Educational Trust is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Data Protection

In the course of employment at Prior Park Educational Trust, staff may have access to confidential information relating to pupils and their families and are required to exercise due consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the School's interest. Information which may be included in the category covers both the general business of the school and information regarding specific individuals. A strict code of confidentiality must be adhered to at all times. The School is registered under the Data Protection Act 2018 and operates under policies that meet General Data Protection Regulations (GDPR). Staff must not at any time use the personal data held by the school or disclose such data to a third person.