



- contribute as a member of the WSS Team to aspects of school life which enhance our community;
- attend and contribute to staff meetings and INSET days as required;
- take responsibility for safeguarding and children’s welfare and ensure the immediate reporting to the DSL or a Deputy DSL of any safeguarding matters which place a child at risk or potential risk;
- be aware of health and safety issues and act in accordance with the school’s Health and Safety policy;
- maintain positive discipline and uphold school policies and practices at all times, ensuring a safe, stimulating and positive learning environment for all students;
- maintain appropriate standards of professional appearance and conduct and to ensure that all interactions with students, staff, parents, governors and visitors reflect a commitment to high professional standards of courtesy and behaviour and effectively contribute to the safeguarding of learners at all times;
- keep their Line Manager/ SLT apprised of any concerns whilst undertaking this role.

**Professional development**

As part of your performance development, ensure that you:

- fully engage in the Professional Development and CPD programme as required;
- contribute to the setting of your own performance development targets which ensure WSS improvement outcomes are met;
- regularly review your own practice and set personal targets in consultation with your line manager;
- take responsibility for, seek out and engage fully with CPD in order to support your development as a practitioner (all WSS staff have access to the full suite of training available from The National College);
- maintain accurate and up-to-date professional development records on your Bromcom file;
- disseminate best practice further to CPD opportunities made available to you.

**NB.**

- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use Directed Time in accordance with the school’s published Policy and have regard to the Teachers’ Conditions of Employment.
- This job description is not necessarily a comprehensive definition of the post.
- This job description will be reviewed at least once a year, and it may be subject to modification or amendment at any time after consultation with the holder of the post.
- To carry out any other duties that are commensurate with the role as requested by the Headteacher

<b>Headteacher/line manager’s signature</b>	
<b>Date:</b>	
<b>Postholder’s signature</b>	
<b>Date:</b>	

## Person Specification

<b>Qualifications and training</b>	<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Previous experience of cleaning a large building and using industrial powered cleaning equipment</li> <li>• Training will be given</li> </ul>		✓
<b>Experience/employment record</b>	<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Ability to communicate verbally with work colleagues</li> <li>• To understand work instructions and to maintain working relationships with colleagues.</li> <li>• To use appropriate equipment and machinery carefully and safely</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Experience working in a school set in an area of deprivation</li> </ul>		✓
<b>Personal qualities, skills and attributes</b>	<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Accuracy, attention to detail and excellent organisational skills</li> <li>• Ability to concentrate on detailed work for short/medium periods of time.</li> <li>• Ability to deal with conflicting priorities and cope with pressure.</li> <li>• Excellent communication skills</li> <li>• A positive role model who creates a good first impression</li> <li>• Ability to plan, prioritise and organise self and others.</li> <li>• Commitment to raising standards.</li> <li>• Calm, adaptable, dependable, resilient, and reliable.</li> <li>• Collaborative and a good team player</li> <li>• Commitment to further own professional development</li> <li>• A commitment to promoting and safeguarding the welfare of young people.</li> <li>• Forward looking, enthusiastic and imaginative</li> <li>• Able to follow direction and accept challenge and feedback in a positive and productive way.</li> <li>• An understanding that getting better never stops</li> <li>• Ability to be flexible and cope with interruptions in workload</li> </ul>	✓	