VISION

MULTI ACADEMY TRUST

RECRUITMENT PACK

Part Time Cleaner

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/MINDFUL VEMPLOYER

.Jt"stonewall DIVERSITY CHAMPION

Welcome from the CEO



Welcome to our multi academy trust.

Thank you for your interest in joining Vision Multi Academy Trust as a Cleaner at Peel Brow Primary School.

We are very proud of our Trust. Our Members, Trustees and Staff work relentlessly in collaboration to ensure our pupils have an exceptional education.

Vision MAT was formed in July 2017, by Ms C McLachlan. It came into fruition as a natural development of positive relationships built between neighbouring schools in the local area. We continue to work in partnership with all schools in the locality and beyond. We believe that collaboration is the key to a successful education system.

All Schools within Vision MAT have the commitment to share their ideas, their expertise and their unique experiences, so that children and staff can learn, develop and grow together.

We take collective responsibility for our pupils; pooling our energy to find solutions to problems that arise and removing barriers that may prevent success.

As the Chief Executive Officer, it is my role to oversee the teams and strategies the MAT uses to ensure that we are consistently delivering the highest quality teaching and learning and operate with effectiveness. We focus on being good, or better every day. Our aspirational culture ensures that we work tirelessly to support and challenge our pupils to be the very best that they can be.

If you believe you can make a positive contribution to our Trust and its schools, then we would be delighted to hear from you.

Yours faithfully

Mrs K Mort
Chief Executive Officer

Dear Candidate

The Governors of Peel Brow Primary School are seeking to employ a highly motivated Cleaner. This post is Permanent. Hours of work are 10 hours per week. The salary is £6598.00 per annum.

Are you…

- Able to work flexibly within the requirements of the school?
- Are you a person of Integrity and able to maintain confidentiality?

If yes, we want you to apply for this post.

You must possess a willingness to participate in relevant training and development opportunities.

You will be welcomed into a team committed to continually raising standards and upholding the distinctive ethos of this friendly and inclusive school.

Employees of Peel Brow Primary School have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children and young people and for ensuring they are protected from harm.

If you wish to visit the school prior to making an application, please contact the school on 01706 832204 or by e-mail at acaveney.peelbrow@visionmat.com

Closing date on **Friday 13 November, at 9am.**

Shortlisting to take place on **Friday 13 November 2026**

Interviews to take place **Monday 16 November 2026**

We have a commitment to safeguard and promote the welfare of children, so an enhanced criminal record check will be undertaken for the successful candidate. The offer of employment is also subject to two satisfactory references, one being from your current or most recent employer. We will also require confirmation of qualifications, proof of your identity and your right to work in the UK.

Thank you for your interest in Vision Multi Academy Trust and Peel Brow Primary School.

Best wishes for your application.

Yours faithfully,

Mrs K Mort

Chief Executive Officer

***Mr Laurence Goldberg*, Chair of Trustees**

VISION MULTI ACADEMY TRUST

JOB DESCRIPTION & PERSONAL SPECIFICATION

Post Title:	**Cleaner**	
Salary:	**£6598.00 per annum**	Post Grade: 3
Location:	**Peel Brow Primary School** **Fir Street, Ramsbottom, Bury BL0 0BJ**	Post Hours: **10 hours per week, 6.00am – 8.00am** Monday – Friday, Part time hours, Permanent.

Purpose and Objectives of Post:

Peel Brow Primary School wish to appoint an enthusiastic and highly motivated cleaner. To undertake general cleaning duties to provide a clean, hygienic and safe environment for teaching and other school activities.

Accountable to: Headteacher, Office Manager, SLT and Site Manager

Immediately Responsible to: Site Manager & Office Manager

PEEL BROW RIMARY SCHOOL

Part Time Cleaner

You will have the opportunity to develop your skills and take ownership of the role. We are looking for a cleaner who:

- Is hardworking with excellent time management skills
- Has a positive and flexible approach
- Enjoys working as part of a dedicated, vibrant and creative staff team

We offer:

- A strong commitment to continued professional learning including training specific to the role
- A culturally diverse setting
- A caring, inclusion environment
- A hardworking and welcoming staff team
- Children who embody our trust values of Happy, Proud, Challenged and Successful
- A driven leadership team who will champion your career

Hours of work are 10 hours per week, Monday to Friday.

Duties/Responsibilities

General Duties

1. Cleaning

- To carry out cleaning tasks set out in the school's cleaning schedule.
- To use all cleaning materials and equipment in a safe and proper manner and in accordance with any instructions and specifications provided.
- To report the breakdown of any cleaning equipment or any perceived hazards in the workplace to the Site Manager or Office Manager.
- To observe health and safety and security requirements.
- To complete any appropriate records or documentation required by the Headteacher
- To maintain good working relationships with other school staff and to co-operate with reasonable changes to daily work routines to assist the smooth operation of the school.
- To ensure that work undertaken complies with stated requirements and undertake appropriate training, as required.
- Promoting and safeguarding the welfare of children and young people in accordance with the Trust's safeguarding and child protection policy.
- Daily use of cleaning equipment, chemicals and machinery. Training and appropriate personal equipment will be provided.
- In addition to the cleaning tasks, some lifting is required. Routine cleaning may include the movement and handling of cleaning equipment, machinery and school furniture.
- The cleaning duties will be undertaken indoors on school premises. On occasions, this may involve cleaning vomit or excrement from toilet areas.

2. **Comply fully with the Trust's safeguarding policy.**

- This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the business. The post-holder will be expected to participate in this process, and we would aim to reach agreement on any changes.

PERSONAL SPECIFICATION

SHORT-LISTING CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and Training		
• No Formal Qualifications or previous experience is required as full training will be provided.		
Skills and Experience		
• A working knowledge of Health & Safety and COSHH regulations. On-going training will be provided. • Good standard of knowledge of cleaning programmes and security issues		√ √
Personal Attributes		
• Person of integrity • Able to maintain confidentiality • Able to remain impartial • Flexible approach to working hours • Sympathetic to the needs of others • Open to learning and change • Positive attitude to personal development and training • Good interpersonal skills • Enthusiastic and Resilient	√ √ √ √ √ √ √ √	√
Other Special Requirements		
• Able to work flexibly within the requirements of the school • Regular contact with the Headteacher, Site Manager, Office Manager and other cleaning staff regarding cleaning duties. • General contact with other school staff. • The post holder is expected to report and record any problems involving cleaning materials equipment breakdown, health and safety matters or suchlike to the Headteacher/Office Manager/Site Manager. **Additional requirements** • The capacity to work flexibly. • An enhanced DBS check. • Available references from a previous employer or organization		