



The following is an outline of the School Housekeeper.

This is a permanent or part-time role. This is a term-time position starting immediately. The rate of pay is £12.53 per hour and any extra time is £13.53 per hour.

The main duties will be to provide a high standard of cleanliness throughout the school. The successful applicant will have a reasonable level of fitness, spoken English and be trustworthy.

Before starting employees will need to agree to an enhanced DBS reference being obtained.

Previous experience in a cleaning role is desirable, however training will be provided where required. A willingness and enthusiasm to be part of a hard working team and taking pride in their work are essential.

### **Safeguarding and Child Protection**

The post-holder's responsibility for promoting and safeguarding the welfare of children whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Safeguarding Policy and Child Protection Statement at all times. If, in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety of welfare of children in the school s/he must report any concerns to the School's Designated Safeguarding Lead or to the Headmaster.

### **Procedure for application**

Initially applications should be made by way of phone call to **Mr Chris Lanyon, the Bursar at St Michael's Preparatory School**, telephone 857625.

The appointment will be conditional upon satisfactory references being received and pre-employment checks being completed.