

## All Saints CofE Infant and Nursery School

**Working Pattern:** 15 hours a week working afternoons only (3 hours per day – flexible to suit the applicant between 15:30 – 20:30)  
Term Time Only plus 3 weeks – (Worked weeks may increase on review)

**Salary:** Grade 2 – Pt 2 – 4 (£8844.83 – £9124.51)

**Contract term:** Temporary until Aug 2026

Acting Headteacher: Mrs Lynette Hardwick  
Supervisor: Ms Sarah-Louise Basnett, Office Manager

### Cleaner in Charge Advert

All Saints C of E Infant and Nursery School is a single storey Victorian school in the centre of Huthwaite, with approx. 65 children on roll. We take great pride in our school as a beacon at the heart of the local community and we are looking to appoint a highly motivated Cleaning in Charge, with immediate effect, to join our school team.

#### The duties of the Cleaner in Charge include:

- Completing the cleaning duties around the school premises – Vacuuming, washroom cleaning, sweeping, mopping, dusting etc
- Cleaning/washing down of furniture / walls
- Window and door cleaning
- Emptying of litter bins
- Deep cleans throughout school holidays
- Dealing with emergencies relating to the premises
- Maintaining building security – key holder responsibility
- Restocking consumable items

This list of duties is not exhaustive and may include other duties commensurate with the job grade.

The successful candidate will need to have good interpersonal skills and have an ability to carry out work unsupervised. You will have key holder responsibilities and will close the building. There are also some flexible working hours to cover some additional school cleaning tasks. This position does not have accommodation provided.

We are committed to safeguarding our children and the successful applicant will be required to undertake a full enhanced DBS check.

Application forms and further information are available from the school or Trust website or by contacting the School Office by telephone: 01623 459199 or email: [office@huthwaite.snmatt.org.uk](mailto:office@huthwaite.snmatt.org.uk)

**Closing Date: 10am Tuesday 8th July 2025**

**Interview Date: Friday 11th July 2025 – Time to be confirmed**