



VACANCY - CLEANER

Start date: September 2026

Salary: £12.85 per hour

Hours: 12.5 hours per week (Monday – Friday 3.30pm – 6.00pm)
Term Time + 2 weeks (40 weeks per year)

We are looking for a team player who has high standards to join our small and friendly cleaning team in the upkeep of our beautiful Primary School.

Middleton Cheney Primary Academy is part of the Prime7 Multi-Academy Trust and is a friendly and lively village school (NOR 320). The school prides itself on its positive learning atmosphere and children who are enthusiastic about learning.

Prime7 MAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Therefore, the successful candidate would need to undergo a DBS check and be committed to the safeguarding of children.

We are an equal opportunities employer.

The role will begin a.s.a.p, on a permanent contract. **The closing date for applications is Friday 4th September at midday.**

For further information, please visit <https://www.mcpa.org.uk/vacancies/> or if you wish to find out more about the role, please contact Lisa Macdonald, Administrator, on 01295 710218 (lisa.macdonald@mcpa.prime7.org.uk)

Applications should be returned to:

Mrs Lisa Macdonald
Middleton Cheney Primary Academy, Prime7 MAT
Main Road
Middleton Cheney
Banbury Oxon OX17 2PD
email : lisa.macdonald@mcpa.prime7.org.uk

Cleaning Staff – Job Description

JOB TITLE: Cleaner

REPORTS TO: Site Manager

ACCOUNTABLE TO: Headteacher

THE ROLE: To provide a cleaning service for the school. Duties may include working in all types of rooms, including offices, classrooms, hall, corridors, toilets.

SALARY: £12.85 per hour

HOURS OF WORK: 10 hours per week (Monday, Tuesday, Wednesday & Friday 3.30pm – 6.00pm)
Term Time + 2 weeks = 40 weeks per year

MAIN RESPONSIBILITIES AND TASKS:

The normal duties will usually include the following:

1. To be responsible for cleaning certain parts of the school site as allocated by the Site Manager and following Health & Safety guidelines
2. The safe use of chemicals and cleaning materials as instructed by the Site Manager following Health and Safety guidelines and the use of Personal Protective Equipment (PPE)
3. To operate cleaning machinery in cleaning soft and hard surfaces, eg. vacuum cleaners and polishers following Health & Safety guidelines.
4. To maintain all School standards of hygiene and safety of all Cleaning equipment and Cleaning Cupboards in your charge.
5. To report any hazards, defects and any relevant factors of building or environment safety that may be detrimental to safe working practices and normal school operations, immediately to the Site Manager.

6. To report any hazards, defects and any relevant factors of breakdowns of equipment that may be detrimental to safe working practices, immediately to the Site Manager.

7. Duties to include the following:
 - Vacuum cleaning hard and soft floors
 - Spot cleaning of spillages
 - Wiping furniture, ledges, pipes, paintwork, doors and polishing door glass
 - Emptying and cleaning bins
 - Cleaning toilets including sanitary fittings and surrounds
 - Mopping and spray cleaning hard floor surfaces
 - Wiping and polishing and straightening furniture
 - Replenishing janitorial supplies in toilets, etc
 - Checking and closing windows, switching off lights after work
 - Such other duties as may be allocated from time to time

Prime7 MAT is an equal opportunities employer and committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Person Specification - Cleaner

	Essential	Desirable
Educational achievements, qualifications and training	◆ Able to communicate clearly and follow instructions.	
Job related knowledge, aptitude and skills	◆ Ability to prioritise work ◆ Ability to manage time effectively.	
Equal Opportunities	◆ An understanding of and commitment to equality of opportunity.	
Personal Qualities	◆ Ability to communicate with a wide range of people. ◆ Initiative and the ability to work without supervision. ◆ Work as part of a team. ◆ Be flexible to changing demands of the post. ◆ Take pride in a job well done.	◆ Positive outlook ◆ Good sense of humour.
	◆ Must have high standards of cleanliness	
Physical	◆ Must be able to meet the physical demands of the role.	