



KING EDWARD VI  
GRAMMAR SCHOOL  
ESTABLISHED 1551



## Cleaner

Contract: Permanent Hours:

18.75 hours per week

(i.e. 3 hours 45 mins per day)

39 weeks per annum (term-time + 1 week)

15:30 to 19:15 Monday to Friday **OR**

15:45 to 19:30 Monday to Friday

Salary: £10,453.65 per annum (NJC 02)

(£24,413 / 0.4282 full-time equivalent)

Start Date: As soon as possible

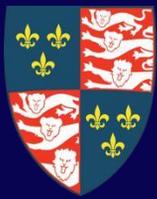
Reporting to: Premises and Compliance Manager

**Closing Date: 9.00am on Tuesday 3<sup>rd</sup> February 2026**

## Welcome to KEVIGS

King Edward VI Grammar School (KEVIGS) is an 11-18 school in Louth, Lincolnshire with over 900 students on roll. Our ethos is to provide our students with a holistic, academic education that builds a strong foundation for life beyond school.

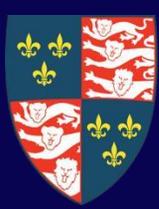
\* The School reserves the right to bring the closing date forward if it has a suitable field of applicants.



## Summary

We are seeking to appoint a Cleaner to join our team. The successful candidate will be responsible for the cleanliness of the school buildings and grounds, emptying bins, ensure all toilet facilities are cleaned and replenished daily and to assist the Caretakers to undertake general daily routine tasks.

The role of Cleaner has been identified as significant and is business critical to the day to day running of the school and therefore holidays are not permitted to be taken during term-time. Therefore, as the post is term time plus 5 days, payment for your annual holiday entitlement is included in your annual salary calculation. Some additional hours of working (for which overtime would be paid) may be necessary to undertake additional holiday deep cleaning or lunch-time duties.



# Job Description – Cleaner

## Main Responsibilities, Tasks and Duties

- To ensure that all the school buildings, furnishings and signage are cleaned in accordance with the school cleaning specification and required methods
- To ensure that all toilets, showers and changing rooms are cleaned, regularly inspected and always stocked with consumables
- To ensure the safe storage of cleaning equipment taking account of specific regulations (e.g. COSHH) and other consumables
- To store cleaning equipment and materials in a safe place and ensure cleaning equipment is maintained and fit for use
- To report to the Caretakers any problems relating to cleaning equipment and materials and faults/repairs identified around the school site and buildings
- To ensure that all hard surface areas, playing fields, paths and driveways remain free from litter
- To ensure that all litter bins are maintained and are emptied each day and that all school rubbish is collected and stored in the designated area
- To carry out snow clearance of pathways and steps and salting/gritting of these areas during bad weather periods and complete appropriate logbook
- To carry out caretaking duties as directed by the Senior Caretaker/Premises & Compliance Manager, e.g. Minor repairs to fabric of building and/or equipment and any other reasonable request
- To report promptly any damage to site property due to vandalism and liaise with the Caretakers/Site Manager
- To report any building repairs, general site maintenance issues and health and safety hazards to the Caretakers/Premises & Compliance Manager immediately
- To ensure that all keys are safely secured
- To perform such other tasks directed by the Senior Caretaker and/or the Premises & Compliance Manager and/or that may be reasonably expected of the post of Cleaner.



# Person Specification – Cleaner

## Essential

- Understanding of required cleaning standards
- Ability to be able to operate cleaning equipment
- Ability to demonstrate and use initiative.
- Able to demonstrate a level of common sense in dealing with everyday tasks/occurrences
- Capacity to embrace change
- Good standard of written English
- Good inter-personal skills
- Good organisational skills
- Ability to present appropriate image of the school to external parties
- Ability to work flexibly as part of a team

## Desirable

- Ability to demonstrate a level of basic IT/PC skills
- Practical Basic DIY Skills
- Health and Safety awareness including safe working methods to be used in accordance with COSHH assessments for hazardous substances (training will be provided to the successful candidate)
- Knowledge of working in a school environment
- Some experience of working in a similar role



# How To Apply

Please apply using the KEVIGS support staff application form via the link below:

<https://www.kevigs.org/our-school/vacancies/>

**Closing Date: 9.00am Tuesday 3<sup>rd</sup> February 2026**

The School reserves the right to bring the closing date forward if it has a suitable field of applicants.

The School cannot accept CVs

*We are committed to safeguarding and promoting the welfare of our students and expect all staff and volunteers to share this commitment. The School reserves the right to obtain formal and informal background information about an applicant to determine whether they are suitable to work at the School. Online searches and reference checks will be undertaken on shortlisted applicants and at interview all candidates must bring with them their birth certificate and a valid passport to confirm their identity, in addition to certificates confirming education and professional qualifications. An enhanced criminal record check via the Disclosure & Barring Service (DBS) will be undertaken for the successful candidate, including a check of the DBS Children's Barred List. All applicants must be willing to undergo safeguarding screening appropriate to the post, including checks with the DBS and at least two satisfactory references. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.*