



Overall Purpose of the Post

To be an integral part of the housekeeping and Operations team in helping to keep the School's premises (including boarding houses) clean and tidy at all times.

Summary of the Role and Personal Specification

This role will work closely with the Housekeeping Coordinator and team in order to keep the School's premises clean and tidy at all times. The successful candidate will have some experience cleaning commercially.

Contract terms

Rate	£8.50 per hour
Hours	10am-1pm, 15 hours a week over 52 weeks, though flexibility will be required.
Location	Mercer Street, Covent Garden but willing to travel to all sites
Holidays	30 days per annum

Line managed by: Housekeeping Coordinator

Line Manages: N/A

Key Contacts: Housekeeping Coordinator, Operations Coordinator, House Staff

Budgetary Responsibility: N/A

Safeguarding Duties and Responsibilities

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The following is expected of all staff:

- to uphold the School's policies relating to safeguarding & child protection, behaviour, Health & Safety and all other relevant policies
- to promote and safeguard the welfare of children and young persons for whom you are responsible, and come into contact with
- to ensure full compliance with all statutory regulations, in particular Keeping Children Safe in Education, (2015) communicating concerns to the Designated Safeguarding Lead, other relevant staff of The Royal Ballet School or local Children's Services as appropriate.



THE ROYAL BALLET SCHOOL

Main Duties (*This list should be seen as illustrative rather than prescriptive*).

- To maintain a high standard of cleaning in all areas of the boarding house and other School sites as required
- To ensure all cleaning is carried out using only the products and methods approved by the School
- To report any maintenance issues as and when necessary
- To carry out deep cleaning as and when needed
- To be aware and keep updated on Health and Safety, including knowledge of COSHH.

Person Specification

Essential Criteria

- Experience of cleaning commercially or domestically
- Ability to work on own initiative
- Good knowledge of health and safety criteria with regards to cleaning/maintenance or the willingness to build on this

Desirable Criteria

- Previous experience of working in a school / educational environment
- An empathy with the aims and ethos of the School.