

Cleaner Application Pack





community school
and sixth form

Jun 2026

Dear Applicant

School Cleaner - The Weald School

I have pleasure in providing an application form in respect of the above vacancy at The Weald School, together with some information about the post advertised and the school.

We look forward to receiving your application form. Please note that an application form must be completed for this post. A CV may be sent in addition to, but not instead of, your application form.

The closing date for receipt of completed application forms is **10am Monday 13 July 2026**.

Please note that due to limited resources at the school, we will only contact you if you have been short-listed for an interview.

You should email your completed application form to jobs@theweald.org.uk, or send by post to Beth Cossins (HR Manager) at the school address.

Yours sincerely,

Sarah Edwards
Headteacher

JOB DESCRIPTION

Cleaner

The Weald School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

Job details

Salary: NJC Grade 1 Point 3 £24,796 FTE actual salary £10,052

Hours: 15 hours a week, all year round

Contract type: Part time, permanent

Reporting to: Premises Manager

Main Purpose

To work as part of a team to provide a high standard of hygiene and cleanliness throughout the school, performing a variety of regular and one-off cleaning tasks and duties as directed by the cleaner supervisor. The Weald School is a high achieving and well maintained Secondary School.

Responsibilities

- Be responsible for ensuring the cleanliness of your designated area as set out in the cleaning manual and for maintaining high and consistent standards
- Undertake additional cleaning measures as required due to virus outbreaks or pandemics
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards.
- Liaise with cleaner supervisor, premises manager and other members of staff as required to ensure the cleaning rota operates smoothly around school events
- Report cleaning supplies requirements and stock levels to the cleaner supervisor.
- Ensure Health & Safety, quality and general procedure compliance
- Work as part of a team and support other members of the cleaning team to meet standards and school objectives
- Report any Health and Safety issues to the cleaner supervisor and premises manager

Any other duties

Any other duties as may reasonably be required from time to time, commensurate with grade and/or level of responsibility of the post.

Confidentiality

The post-holder is required to respect the confidentiality of all matters relating to the School, students and staff.

Cleaner: Person Specification

Sections	Competencies	Essential	Desirable
Personal Qualities	• Friendly and approachable	✓	
	• Positive attitude	✓	
	• Enjoy working as part of a team	✓	
	• Ability to follow instructions	✓	
	• Enjoy working with young people	✓	
	• Ability to understand and follow safety rules	✓	
	• Ability to work in an organised and methodical way	✓	
Experience	• Experience of a wide range of cleaning duties		✓
Skills and Knowledge	• Ability to understand and follow safety rules	✓	
	• Some knowledge of Health & Safety Regulations, as they relate to the operation of cleaning equipment and the dilution of cleaning materials		✓
	• Knowledge of cleaning best practises		✓
	• Knowledge of COSHH and the safe use of chemicals		✓
	• Ability to act on own initiative, dealing with any unexpected problems that arise	✓	

Safeguarding Statement

This school and West Sussex County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an appropriate Disclosure and Barring Service check along with other relevant employment checks, including satisfactory references.

We are committed to diversity and inclusion, offering a supportive and welcoming environment for all.

The Weald School - Opportunity & Community - Our Ethos and Values Every Day

We want *every* member of our community to thrive and we believe that signing up to our ethos and values helps us to do this. Here's what it means for staff:

- We believe that you should have opportunities to be stretched, challenged and supported in a welcoming community.
- We know that you have to keep on learning to deliver the best for students.
- We know that students do their best when you believe in them.
- We expect you to be curious about students' barriers to learning and how to help them overcome these.
- We follow evidence-based research in our professional practices.
- We know that students need feedback on their work and that this can take many forms.
- We value your feedback so that together we can continue to make our school better.
- We want you to feel safe enough to take risks and make mistakes.
- We believe that success only comes after hard work.
- We value kindness above all else.

In a recent survey, 90% of staff said that well-being and mental health are priorities for the school.

About The Weald School

The Weald School is an 11-18 mixed comprehensive with around 1,800 students. This includes a thriving Sixth Form of about 300 students. Our students are at the heart of all that we do. The Weald is a warm, friendly and vibrant school at the centre of the community with a wonderful family feel, where each student is known and cared for. Students are well behaved, have a very positive attitude and enjoy coming to school. There are excellent relationships between staff and students. We believe that all our students have the potential for excellence. We work towards this by having high expectations of students and staff, by continually raising aspirations and by promoting our students' self-belief alongside strong moral values.



Academic outcomes at The Weald are consistently high. In the summer of 2025, our Year 13 students achieved results which put us, yet again, in the top 10% of all schools and colleges nationally. 95% of our students applying to university secured their first choices.

Our Year 11 students also attained excellent results: our most recent Progress 8 measure (from 2024*) is +0.43, meaning that our students typically make, on average, almost half of a grade more progress in each GCSE than students in the rest of the UK.

These results follow an upward trend of improving results over time and underpins our ethos of striving for academic success alongside character education.

* There are no Progress 8 measures for 2025 due to students not sitting Year 6 SATS.

Our curriculum is broad and balanced and offers many exciting opportunities for all students, both in school and out. Students study Key Stage 4 over three years. This presents real opportunities for creativity and varied approaches to learning through both GCSE and BTEC vocational qualifications. There are tremendous extracurricular opportunities at The Weald through sport, performing arts, Radio Weald, Weald TV, links with partner schools in Europe and Africa, the Duke of Edinburgh award, as well as a number of other trips. In short, we believe there is something for everyone at the school.



We believe achievement is not just about qualifications. Personal development is key to what we do. We have a very active School Council and a strong student voice within the school. We also have a close and effective partnership with our parents and carers. We listen to their views and use them to inform the work of the school. Attendance at school events is high, and an effective governing body has a full representation of parents.

I genuinely feel it is an honour and privilege for me to be able to lead and develop further the education of the children at The Weald. Our students are a joy to work with. Visitors describe them as polite, courteous and respectful, making the school a fantastic place both to study as a student, and to work as a member of staff.

About the school

The Weald School serves the local community from a pleasant 25-acre site on the edge of Billingshurst. Our size offers us many advantages. We have excellent facilities, allowing us to offer a wide and varied range of academic and vocational courses at all levels. The Weald campus has been steadily improved in recent years.



An £11m expansion programme completed in 2017 funded a new teaching block for maths and art and a 400-seat dining facility. Additional improvements include new science laboratories, media room and TV studio, changing rooms, drama suite, music block and a pastoral provision area. There is also a swimming pool and fitness centre (adjoining the school site and run by DC Leisure / Horsham District Council), and two multi-use games areas.

The Weald School offers all students:

- A well-planned, broad and balanced curriculum
- A record of excellent examination results
- Well qualified specialist staff combining innovative and traditional methods in the classroom
- A secure, supportive, encouraging and happy environment
- A wide range of extra-curricular and residential activities.

What our students think about the school:

- *“Lessons are fun, and the school has a good atmosphere” - Year 7 student*
- *“The teachers have a good attitude to learning and we are encouraged and can hold our own opinions” - Year 10 student*
- *“We are able to talk to our teachers about issues and they make a real difference in our lives” - Year 9 student*
- *“I love the opportunities we get to work with younger students - it's great fun and really rewarding to support them with different aspects of their work.” - Year 12 student*
- *“There is fantastic support for researching progression options for when we move on from the Sixth Form. The Sixth Form staff are always there to help with the UCAS process.” - Year 13 student*

Sarah Edwards
Headteacher

September 2025