



GREAT WALSTEAD
SCHOOL

JOB DESCRIPTION

Job Title: Domestic Assistant and Lunchtime Supervisor

Responsible to: Housekeeper

Key Responsibilities:

- Cleaning of classrooms, offices, sports hall, changing rooms, toilets, corridors and ancillary areas
- Preparation and clearing of the dining room at lunchtime.
- Cleaning touch points hourly
- Ensuring stocks of hand sanitiser are maintained around site
- Helping to serve and support the children at lunchtime.
- Maintaining the serving counters to a high standard of cleanliness
- Lunchtime washing up.
- Other domestic duties as required

The above activities are an indication of the work routine and is not an exhaustive list of expectations.

Person Specification

Selection Criteria	Essential	Desirable	Assessment
Qualifications	Good standard of basic education	Certificate of Basic Food Hygiene	Application form/Certificates
Experience		Previous experience in a similar role	Application form/interview/references

Skills	Ability to work with others as part of a team and to respond to emergencies		Interview/references
Personal Qualities	High standard of personal cleanliness and tidiness		Interview
Special Conditions	Uniform will be provided		

Safeguarding responsibilities:

- This role will involve daily contact with pupils and you will be engaging in regulated activity relevant to children
- All staff and volunteers have a responsibility for promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.