

**Job Title**            *Roaming Cleaner*

**Reports to**        *Duty Manager*

### **Job Purpose**

Our Roaming Cleaners have an important part to play in making pupils' experience of College life as good as it can be; the work that you do helps to ensure that the school is as welcoming and homely as possible. As a Roaming Cleaner you will be responsible for undertaking general cleaning duties throughout the school, such as cleaning classrooms, offices, pupils' bedrooms, bathrooms, kitchens, common areas, and pavilions. Whilst you may primarily work in one area of the school, you are expected to be flexible and to perform cleaning duties in any part of the school upon request.

### **Key Tasks and Responsibilities**

- Cleaning all designated spaces in line with the Service Level Agreements and expectations in place from time to time. For example, this will include, but is not limited to:
  - Sweeping, vacuum cleaning, dusting, wiping down surfaces and polishing;
  - Cleaning showers, bathrooms and toilets, unblocking toilets if necessary (a plumber will be used for any complex issues), and making sure that toilet rolls and dispensers are full and working;
  - Stripping and making beds, sending bedsheets to the Laundry once per week;
  - Helping to send the pupils' clothes to Laundry once per week;
  - Emptying bins and putting out bins as required on refuse collection day;
- General cleaning duties of House Master's private accommodation (this may include ironing) - cleaning, washing/laundry, sweeping, vacuum cleaning, emptying of litter bins, polishing, dusting, cleaning bedrooms, toilets, bathrooms and shower areas if applicable;
- Answering the door in House Master's absence;
- Using the appropriate powered equipment for tasks such as vacuuming, shampooing, scrubbing and polishing floors (training will be provided as required);
- Moving small items of furniture and mattresses as required to enable efficient and effective cleaning;
- Performing cyclical cleaning duties, such as steam cleaning carpets, deep cleaning bedrooms, offices, classrooms etc. This type of work normally takes place during the school holiday periods;
- At all times carrying out duties in line with Control of Substances Hazardous to Health Regulations (COSHH) regulations and the school's relevant policies, including Security, Health and Safety, and Fire Prevention;
- To perform other such duties as may be reasonably requested by the Cleaning Supervisor or Managers within the designated areas, these may vary between term time and school holiday time;
- Attend meetings and training sessions as required for the College and for the role;
- All employees of Eton College are also expected to:
  - Develop a good understanding of safeguarding procedures, given all positions at Eton are classed as 'regulated activity'.

Last Updated: September 2026

This role profile highlights the key tasks and responsibilities of the role, it is not designed to be an exhaustive list of duties. Roles naturally change and develop over time and it is expected that incumbents will perform tasks which are not included within their role profiles.

- Demonstrate a commitment to safeguarding and promoting the welfare of children. This includes but is not limited to completing safeguarding training as required, complying with all safeguarding procedures and ensuring any safeguarding updates issued by the College are read and understood.
- Understand and comply with procedures and legislation relating to confidentiality.
- Display a commitment to and promotion of equality, diversity and inclusion.

### **Skills and Competencies Required**

You may enjoy this role, if:

- You take pride in your work and pay great attention to detail, delivering the highest possible standards;
- You have worked in a similar role, or have previous cleaning, serving or housekeeping experience, however this is not essential if you have the right attitude and you are keen to learn;
- You understand the importance of working around young people and will always act in the pupils' best interests;
- You have a flexible approach to work and a positive 'can do' attitude;
- You enjoy working as part of a team and are co-operative, flexible and work collaboratively to support your colleagues;
- You have appropriate skill and knowledge in the application of chemicals for cleaning and understand Control of Substances Hazardous to Health Regulations (COSHH) regulations;
- You are able to work unsupervised and use your own initiative;
- You have good verbal communication skills;
- You are punctual, organised and well presented.

### **Working Pattern**

- Your working hours will be 21.5 hours per week.
- You will be working 52 weeks per year.
- The shift pattern is as follows:
  - Monday – 9am – 12.30pm
  - Tuesday – 9am – 4pm
  - Wednesday – 9am – 12.30pm
  - Thursday – 9am – 2pm
  - Friday – 9am – 12pm
- Your paid holiday entitlement is 154.8 hours during each holiday year. This includes your entitlement to up to 8 bank holidays. Hours will need to be reserved from this entitlement to cover any bank holidays on which you would normally work and for the Christmas shut down period, which is communicated each year by the HR department. (You must use all your entitlement (including any lieu days) during periods of school holidays. If a bank holiday falls during a school term period, you will be required to work this day and you will receive an additional day's holiday in lieu).

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**Disclosure Checks**

*Eton College is committed to safeguarding and promoting the welfare of its students and staff and expects all staff and volunteers to share this commitment. This role is classed as 'regulated activity', whereby the post holder may be required to have contact or be involved in unsupervised activities with children. It is a criminal offence for any person who is barred from working with children to attempt to apply for a position at the College. The suitability of all prospective employees will be assessed during the recruitment process in line with this commitment. All offers of employment are subject to a number of recruitment checks, including by not limited to; verification of identity and right to work in the UK, an Enhanced DBS check, pre-employment health check questionnaire, satisfactory references, verification of professional qualifications which the College deems a requirement for the post, or which were otherwise cited in support of your application and probationary period.*