BLADON HOUSE SCHOOL
part of the SENAD Group

Job Description – Domestic Assistant

Responsible to: Head of Domestic Team

Functions of the Post: To effectively carry out a range of cleaning duties in accordance with the relevant schedules and instructions from the line manager

Duties and Responsibilities:

1. Carry out duties in line with The SENAD Group Policies and Procedures.
2. To carry out all tasks as directed and detailed in work schedules.
3. To ensure all tasks performed are of the highest quality and to agreed standards.
4. To inform the manager if any equipment is in need of maintenance or repair.
5. To manage challenging behaviour safely in a way that protects and maintains the rights of the young people (to include physical behaviour).
6. To work as part of a multi-disciplinary team and demonstrate a positive and supportive attitude towards team members.
7. To maintain high standards of hygiene, health and safety at all times.
8. To represent the company in a professional manner at all times through appropriate conduct, behaviour and appropriate dress (wear correct uniform).
9. You will be jointly responsible for the safeguarding of children and vulnerable adults in our care, it is a requirement of this role that you adhere to all relevant safeguarding policies and procedures.
10. To assist in any other duties of work outside the normal daily routines as requested by Housekeeper, Head Teacher or senior on duty.
11. To attend any meetings and training sessions as required.

You as an employee are required by the Health and Safety at Work Act 1974 to:

Take reasonable care for the health and safety of yourself and others who may be affected by what you do or don't do;

Co-operate with the Company to ensure compliance with the law;

And under the Management of Health and Safety at Work Act 1999 you as an employee are required to:

Inform your employer of any situation which you consider represents a serious and imminent danger and any shortcoming in the employer's protection arrangements for health and safety.

Ensure you do not misuse or interfere with equipment provided for your safety or the safety of others.