

**Netherhall School**

*An Ambitious, Caring Community*



# House Keeping Policy

**Adopted by Netherhall School Governing Body**

**On. August 2023**

**Signed:**  **Neil Watt, Chair of Governors**

**Date by which the procedure was last reviewed: August 2023**

**Anticipated review date: August 2024**

## **Equality Act 2010**

Our school is committed to equality both as an employer and a service provider. We welcome our general duty under the Equality Act 2010 to eliminate discrimination, advance equality of opportunity and foster good relations. In addition, we recognise our specific duties to publish information every year about our school population; explain how we have due regard for equality; publish equality objectives which show how we plan to tackle particular inequalities and reduce or remove them.

We recognise our duty to ensure no-one experiences harassment, less favourable treatment or discrimination because of their age, any disability they may have, their ethnicity, colour or national origin, their gender identity or reassignment, their marital or civil partnership status, being pregnant or having recently had a baby, their religion or belief, their sexual identity and orientation.

We also welcome our duty under the Education and Inspections Act 2006 to promote community cohesion and British values.

## Rationale

The teaching space, like the teacher, sets the tone, culture, standards and expectations of the lesson. A considerable amount of time and resources have been invested in the school facilities to ensure they are fit-for-purpose, presentable and fully functional. This is fundamentally about health and safety, and professional standards.

Firstly, it is about maintaining a safe environment and reducing risk, for example the risk of fire; therefore, please do not attach paper to the walls of the classroom – if you have done already, please remove them. Maintain a tidy and clear environment to allow access and egress for all persons, etc.

In addition to this and in-light of the current Covid-19 situation, housekeeping and the day-to-day care of the learning environment is paramount; it is essential that the cleaning team can effectively enhanced clean each location, as specified in the risk assessment.

Please ensure the following:

- All resources are put away at the end of each lesson.
- Put all text books away tidily at the end of each lesson.
- Put all students' exercise books and work away tidily and securely at the end of each lesson.
- Put all stools / chairs on the desks / tables at the end of the last lesson of the day in the classroom.
- Coats are to be hung up and bags safely stored in the classroom, so they do not present a hazard.
- The whiteboard should be cleaned at the end of each lesson.
- Nothing is to be blue-tacked to the walls; if you would like a noticeboard, please ask the site team to install one.
- Teacher's desks should be clean and tidy, setting a good example to students.
- Classrooms should not be used as a depository for students' items: PE kit, etc.
- Classrooms should always be left in a state in which it would be acceptable for another member of staff to use the classroom.

In light of the current situation, it is paramount that this is done and that cleaning staff have the time to complete the required enhanced cleaning and are not spending their time tidying up.

Staff personal possessions are not be left or stored in classrooms / in school overnight, during weekends or school holidays. At the end of each day, for the weekend and during school holidays, the school buildings are cleaned and rubbish is disposed of. The school cannot accept responsibility for personal items that are left in school at these times.