

UNITED SCHOOLS TRUST

Kingsteignton School



SCHOOL

*c/o St. Michael's C. of E. Nursery & Primary School,
Church Street, Kingsteignton, Newton Abbot, Devon. TQ12 3BQ
Telephone: (01626 352854 St. Michael's School) 01626 241166
Email – info@kingsteignton.school.org
Principal – Dr. Penny Fitch*

October 2018

POST INFORMATION APPOINTMENT OF A SCHOOL KITCHEN ASSISTANT

POST - PERMANENT - KITCHEN ASSISTANT

The trustees are seeking to appoint an enthusiastic, reliable and practical new staff member to deliver an excellent catering service in our brand-new school kitchen. The post will be available at the beginning of the New Year in a purpose built pristine school building at Newcross (opposite Teign School) Kingsteignton.

Meals will be prepared at our sister school (St. Michael's) and transported to Kingsteignton School for hot (or cold) storage, presentation and serving to the children and adults in the new school building. Putting up tables and preparing the dining hall prior to serving will be undertaken daily. Health, safety and hygiene will be paramount and you will be expected to clear away, clean and sanitise to a high standard as in all kitchen environments as well as the daily dish-washing, washing kitchen appliances, work surfaces, floors and walls.

Initially you may be working on your own, under the guidance of the Federation Kitchen Manager, but later will have colleagues working above and alongside you.

If you can -

- Carry out tasks quickly and competently
- Pick up instructions quickly and follow them closely
- Communicate with both children and adults with professionalism, patience and a smile
- Encourage children to eat a variety of dishes and promote healthy, happy and nutritious meal times

.... then we can help with training and would be pleased to hear from you.

When appropriate the position may expand to include:

- Supporting the catering manager with specific work
- Washing, peeling and preparing food items
- Using a variety of kitchen equipment, such as mixers, special knives and cutters

- Unloading deliveries

Applications are welcome from anyone who has practical skills with a keen interest in hospitality/catering/preparing food and drink. A qualification in general catering, hospitality or cooking would be ideal although not essential. A Level 2 Food Hygiene certificate is a requirement for this post; however, this training can be arranged via the school.

As you will be at the forefront of presenting and serving food to young children a patient and friendly manner is essential. We would like to encourage as many children as possible to eat a nutritious lunchtime meal and the chosen candidate will have an important role to play in promoting and increasing school dinner numbers. Lunchtimes should be fun and a time for both children and adults to relax.

This is a hugely exciting time for Kingsteignton School and a new kitchen assistant staff member will join our small band of enthusiastic and pioneering colleagues ready to offer the very best to the children in our care.

Kingsteignton School is under the leadership of Dr. Penny Fitch as Principal and we expect pupil numbers to increase significantly for the next few years. The school will eventually increase to over 400 children in size but is likely to have around 90 children to start (although not all eat a school meal) from January 2019.

The United Schools Federation is a group of five schools led by Mr. Martin Harding as Executive Headteacher. Kingsteignton School is currently working collaboratively with the USF and senior staff members are always on hand for advice and support. The USF has a team of catering support staff who will be in contact regularly and most training can be delivered within the local environment.

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.

A DBS disclosure is required for this post.

STAFFING

We have a hard-working and friendly team of teachers and support staff all excited to start afresh in brand-new premises and welcome an increasing number of new colleagues.

TRUSTEES

Kingsteignton School is a FREE school governed by a Board of Trustees made up of members from the local community and business world, and a parent, currently led by Chair, Mrs Julie Stuchbury-Ullah.

HOURS

You will be expected to 16 hours per week, term time only.

SALARY - GRADE A, POINT 6 - £8-50 per hour

You will be paid at the end of each month and be employed for 38 weeks of the year. Payment will be split equally over twelve months e.g. you are still paid in August even though you will not be working.

FURTHER INFORMATION

You may like to browse our school website for background information as it will give you a sound background to our busy schedules. Parents and friends regularly receive newsletters to keep them informed of events at the schools, including the large range of after school clubs.

TO APPLY

- The closing date for applications is 12 noon on the 23rd November 2018.
- Applications should be sent to Dr. P. Fitch, Kingsteignton School, c/o St. Michael's C. of E. Nursery & Primary School, Church Street, Kingsteignton, Newton Abbot, Devon, TQ12 3BQ
- Electronic applications may be emailed to info@kingsteigntonschool.org and will be acknowledged.
- Candidates will be informed by email or telephone, followed by a letter of confirmation if chosen for interview.
- If you have not heard that you have been invited to interview by 12th December then please assume that you have not been successful in your application for interview.

Good luck and we look forward to hearing from you.