



Job Description

Post title: Catering Assistant

Responsible to: Catering Manager

Responsible for: Supporting the Catering Manager in the various aspects of catering in the school

Salary: Grade 2 SCP 2

Purpose
<ul style="list-style-type: none">• To assist in the provision of the catering service to the required standard
Support for pupils
<ul style="list-style-type: none">• Basic preparation of food and beverages• Basic cooking under supervision• Serving meals• Setting up and clearing away service points and dining equipment and furniture• Washing up• Cleaning kitchen, scullery, dining area, access areas and furniture equipment• Movement of dining furniture• Sales of minor consumables• Other related duties as directed.
Support for other staff
<ul style="list-style-type: none">• Maintain a safe working environment• Assistance with catering at school functions• Emergency Feeding.
Support for the Trust
<ul style="list-style-type: none">• Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person• Contribute to the overall ethos/work/aims of the Trust• Appreciate and support the role of other professionals• Attend and participate in relevant meetings as required• Participate in training and other learning activities and performance development as required• Ensure that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation



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