



PERSON SPECIFICATION

In your supporting statement and application form please demonstrate how you have successfully met the essential criteria **in bold** from this person specification.

MAIN DUTIES AND RESPONSIBILITIES
Assist with the preparation, cooking and serving of meals taking into account any special dietary needs.
To assist with the clearing up and cleaning of the kitchen equipment, kitchen area and dining hall.
Food preparation: both on site serving and for other schools if required.
Ensure all health and safety and food hygiene regulations are maintained within the kitchen environment.
Ensuring a good standard of cleanliness is maintained.
Ensuring adequate food supplies.
Reporting problems raised.
Report any cancellations or extra meals needed and maintaining records.
To assist in the lunchtime supervision of pupils to ensure that the meal is completed on time in a safe and hygienic setting.
Report behaviour observations to a teacher in order for them to maintain the school's standard of discipline and behaviour.
GENERAL ACCOUNTABILITIES
So far as reasonably practicable, the postholder must ensure that safe working practices are adopted in the work areas for which the postholder is responsible and to maintain a safe working environment.
Work in compliance with the Codes of Conduct, Regulations, and policies of the school, and its commitment to equal opportunities.
Ensure that output and quality of work is of a high standard and complies with current legislation / standards.



Registered Office: Pilton Bluecoat Academy, Abbey Road, Barnstaple EX31 1JU T:01271 345952

Mr Ian Thomas – Executive Headteacher

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