



This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Afternoon Cook Job Description

Assessed Grade: Surrey Grade S4

Reports to : Head Chef and School Business Manager

1. Job Purpose

To prepare healthy teas and other home-made items (which may include ethnic and cultural groups as well as dietary requirements of the students) according to the weekly menus designed by the chef, and agreed with the Head of Care and in line with the schools catering Framework and Healthy Schools policies and procedures.

2. Duties and responsibilities

- Responsible for preparing and serving tea to an agreed menu specification.
- Obtain daily feedback from students on the teas provided.
- Set up the dining room for tea.
- Attend weekly catering meetings with the School Business Manager and Head of Care
- Wash dishes etc. and keep kitchen areas clean including the floor.
- To participate in staff meetings and INSET training as required.
- Wash tea towels as required.
- Organise and arrange for teas/coffees for meetings and visitors as required.
- Participate in menu planning and liaise with the Head Chef regarding menus and afternoon tea requirements.
- To ensure all duties are carried out within the constraints of any current legislation i.e. Food Hygiene Regulations, Nutritional Standards, Health and Safety at Work Act.
- To be aware of individual pupil food allergies etc.

- To be flexible with working patterns and to work in liaison with other members of the team and provide cover as necessary.
- To undertake other reasonable duties as required.
- Ensure faulty equipment is reported to the Head Chef.

Autism Statement

We at Limpsfield Grange School aim to develop practices and policies that promote and sustain the wellbeing of children and young people with Autism.

We aim to offer training and support for staff parents and other stakeholders to enable them to best meet the needs of children and young people with Autism.

We aim to establish a consistent approach across all areas of our school community that enables all students with Autism to learn and make progress.

We aim to ensure that our communication with all stakeholders is clear and appropriate.

We aim to ensure that our physical environment is responsive to the needs of children and young people with Autism, and that we take account of the sensory needs of individuals.

We aim to provide a range of experiences that enable interaction; promote social inclusion and independence; and support learners with Autism to reflect on their experiences.

We aim to empower our learners to understand their Autism and celebrate their difference.

We aim to provide on-going high quality staff development for all members of staff at Limpsfield Grange.

We aim to develop and sustain a multi-disciplinary approach where professionals plan and work together to meet the needs of learners with Autism.