

Cavendish Close Infant and Nursery School

Catering Assistant – Job Description

Purpose of the post: the post holder will be required to assist with the preparation and serving of meals.

Responsible to: The Headteacher and School Business Manager

Line Manager: The Catering Manager

General duties will be determined by the Catering Manager and will include:

1. Preparation of food to nutritional standards.
2. Washing up and general kitchen duties.
3. Cleaning of the kitchen in accordance with the cleaning schedule.
4. Cleaning of the dining room in accordance with the cleaning schedule.
5. Serving food ensuring that pupils are helped to make a balanced choice and that the correct portion control is made as per the National Nutritional Standards.
6. Service of meals meeting temperature guidelines and portion control.
7. Full working knowledge of the school HACCP.
8. Supporting the catering team during service.
9. Following all health and safety laws and guidance and working within the food hygiene standards.
10. Taking rubbish to the bins.
11. Promoting the healthy school agenda and school initiatives.
12. To follow all school policies.
13. Attending training where required to do so.
14. Communicating with children in an appropriate manner which supports the ethos of the school to encourage positive lunchtime behaviours.
15. To undertake any reasonable duty at the request of the Headteacher, Catering Manager or School Business Manager.