

School Cook

Location: Hawes Primary School, Town Head, Hawes. DL8 3RQ

Grade: Grade F Scale Point 9

Hourly rate: £13.02 Annual £25,119 pro rata

Position: School Cook

Hours: Total of 20 hours a week
Working Monday to Friday 9.30am - 1.30pm

Contract Type: Permanent (Term time only)

Closing Date: Tuesday 15th October 2024

Interview Date: Friday 18th October 2024 - pm

Contract Start Date: Monday 21st October (or as soon after as possible for the right candidate, so they can shadow the current cook))

Our children, staff and governors wish to appoint a friendly, hardworking, and enthusiastic School Cook. Hawes Primary School is a member of the Yorkshire Collaborative Academy Trust (YCAT. We are looking for someone who is flexible, adaptable and demonstrates an 'I can do attitude' towards their work.

Our aim is to provide a cost-effective, healthy and tempting menu that our children will enjoy, providing them with nutritious and healthy home-cooked school lunch. Your role will require you to prepare, cook and serve typically between 35 and 45 meals each day.

The successful candidate will be required to:

- work in partnership with the Headteacher and School Staff
- maintain a high standard of cleanliness in the school kitchen, including equipment and surrounding working area
- comply with all food and health and safety standards and regulations
- prepare, cook and serve food following agreed menus and accommodating any special dietary requirements
- take responsibility for maintaining and ordering stock and ensure appropriate storage and labelling procedures are followed
- work to pre-planned menus and budget

Hawes Primary School Hawes | North Yorkshire | DL8 3RQ | Phone 01969 667308 | E-mail hawes@ycatschools.co.uk
www.hawesprimary.co.uk

If you would like this letter in an appropriate alternative format, such as large print, Braille, cassette or an alternative language please telephone school on 01969 667308.

- serve meals to children and staff
- be very well organised, efficient and punctual
- engage in regular professional dialogue with colleagues
- be empathetic, patient and caring
- maintain positivity and demonstrate a good sense of humour
- complete required training

The successful candidate must have:

- previous catering and cooking experience
- competent baking skills
- have the ability to adapt and organise themselves and work without supervision
- relevant professional catering qualification or training will be provided
- food hygiene certificate or training will be given
- knowledge of food standards and health and safety regulations
- good verbal and written skills
- good understanding of budgets
- have recent and relevant experience of working in a school kitchen would be desirable

We offer:

- A caring school ethos where EVERYONE is valued
- A friendly, supportive staff team who are committed
- Well behaved and mannered children
- Opportunities to be involved in the ongoing development of our school centered provision
- Professional and supportive leadership network
- Access to staff wellbeing and Health Assured

Safeguarding:

Hawes Primary School is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff and volunteers to share this commitment. The post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children. and two satisfactory references.

Please also visit our school website www.hawesprimary.co.uk

We actively encourage you to contact the school office to arrange a time to visit our school and meet the Headteacher to find out more about this role. Please contact our School Office to arrange a mutually convenient time to come and meet our school community before the closing date. (01969 667308) Application forms are available from the School office or via email.

Please email your applications direct to hawes@ycatschools.co.uk or post to:
Hawes Primary School, Town Head, Hawes. DL8 3RQ