

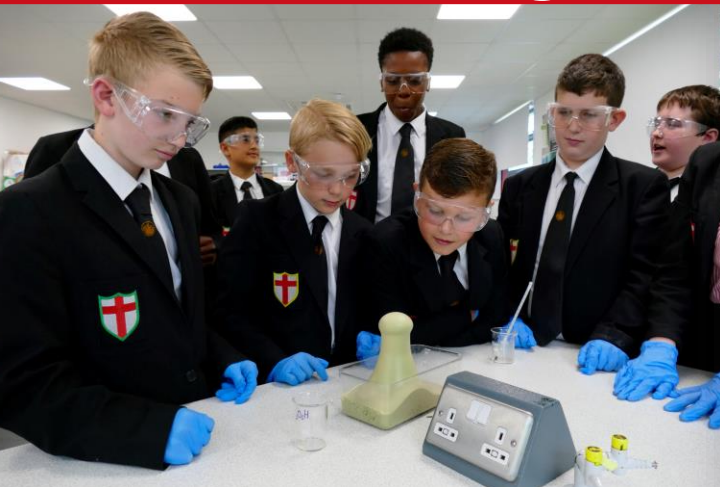


# Vacancy Pack

Catering Assistant (Part-Time)



# Saint George's Church of England School





Our Vision  
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# AAAT vision

Aletheia schools are motivated by Christian values to serve our communities by improving the life chances of local children. Our schools seek to embody the Christian experience of community, where gifts are shared, where the emphasis is on what can be contributed and where each is given according to need. Aletheia schools welcome those of all faiths and none and are proud of the inclusive nature and diversity of each cohort. At the heart of the Aletheia vision are the belief in educational excellence and the belief that Aletheia is called to serve pupils, staff, parents and the local community by providing places where children and young people develop and thrive intellectually, socially, culturally and spiritually.

Aletheia is committed to sustaining and further improving high-quality schools and supporting schools in need of specific improvement. We seek to provide a range of support to schools that draws upon the wealth of practice from across our Trust, broaden the expertise available to schools through flexible working arrangements and retain the capacity to respond rapidly and effectively to the needs of individual schools. Pedagogical excellence is at the heart of all we do, with a sustained focus on collaborative and mastery learning. Our Teacher Training 'Hub' status aids our mission to recruit, train and retain staff of the highest quality within our local community.

The Trust provides a coherent and logical geographical context for all constituent schools. Belonging to a local Trust offers greater opportunities for influence than single schools can achieve; through collaboration the Trust aims to be greater than the sum of its individual member schools. We believe that the success of Aletheia is fostered by the opportunities for schools, leaders and governors to step forward as co-shapers of a school-led and self-improving system. Designated as an approved academy sponsor, we offer our distinctive ethos, school improvement strategy and strength of leadership to ensure all schools are supporting students to achieve of their very best.

## AAAT will deliver its vision by:

- Developing a Trust for all ages /phases of education, with member schools working in partnership and learning from each other.
- Promoting a Church of England ethos based on a belief in the value and potential of every student to achieve excellence academically; in religious education and their wider studies and become fully the person God intends.
- Pursuing educational excellence, so that outcomes for all learners are as good as they can be.
- Creating strong leadership at all levels that impacts effectively on academy performance.

All schools joining the Trust will have already established their support for and belief in these core principles.

## OUR VISION

At the heart of our vision is the belief in inclusive, educational excellence; the belief that we are called to serve all pupils, staff, parents and the local community by providing places where all develop and thrive intellectually, socially, culturally and spiritually in order to live life in all its fullness.

**Saint George's**  
Church of England School



**All Different,  
All Equal,  
All Flourishing.**

**IN...**

Creativity  
Honesty  
Resilience  
Inclusion  
Stewardship  
Thankfulness

#weareallone

#lifeinallitsfullness



# Leadership Structure

*Executive Headteacher/CEO*

*Head of School*

*Deputy Headteacher  
(Raising Standards)*

*Deputy Headteacher  
(Teaching, Learning and Assessment)*

*Assistant  
Headteacher  
(Behaviour and  
Inclusion)*

*Assistant  
Headteacher  
(Primary Phase)*

*Assistant  
Headteacher  
(Community &  
Stakeholders)*

Support Leads:

Site Manager

ICT Lead

Finance Lead

PA to SLT

## Job Description

Grade:	Minimum wage
Responsible to:	Catering Manager

### Purpose of the Job:

- To assist in the hygienic preparation, delivery and/or serving of meals and ensuring the kitchen and equipment is cleaned to a high standard.

### Key duties and responsibilities:

- Provide daily cleaning of kitchen surfaces, floors, equipment and appliances to ensure the cleanliness of the working environment, so that meals can be prepared in accordance with acceptable standards of hygiene.
- Assist with the preparation, delivery and/or serving of food to enable the Cook to prepare and serve meals on time.
- Assist with the receipt and storage of groceries and stock control.
- Monitor fridge stock rotation to enable standards of hygiene to be maintained (where applicable).
- Attend training courses as required and assist in the training of other premises support staff as directed.
- Comply with Health & Safety, Fire Regulations and other County policies

## Catering Assistant – part-time

**27.5 hours per week, term time – 38 weeks. plus 5 development days**

**(Total 39 weeks per-year)**

**Minimum wage**

**Required to start as soon as possible**

An exciting opportunity has arisen for a candidate of exceptional ability to join our catering team in this over-subscribed and successful high school. We are a friendly, dynamic and innovative school with an existing reputation for high quality education with a relentless focus upon high expectations and aspirations. We are looking for a Catering Assistant to work 27.5 hours per week at our secondary school site with flexibility to take on casual hours as and when needed to cover absence within the catering team (both primary and secondary sites).

- 9.00am – 2.30pm Monday to Friday

**Please download a vacancy pack and application form below or at <https://aaat.uk/recruitment/> and return your application by e-mail to Elise Batcheldor, HR & Administration Officer at [batcheldore@sgsce.co.uk](mailto:batcheldore@sgsce.co.uk)**

**Closing Date: Tuesday 30<sup>th</sup> August – 12 noon.**

**Interview Date: To be confirmed**

Saint George's Church of England School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

