



The Rudheath
Senior Academy

Opening Children's Eyes to the Wonderful World of Possibility



Cook

Welcome to Rudheath Senior Academy

Rudheath Senior Academy is an 11-16 secondary school in Northwich, Cheshire. At the centre of our culture are two key qualities - **Excellence and Kindness**. Our mission is simple; to ensure that every one of our students leave us equipped with the necessary skills, qualifications and mindset to take the next steps in leading a deeply rewarding life.

Since the school joined North West Academies Trust in 2018, there has been nearly £8m invested to improve facilities for both children and staff. This investment has produced facilities that are second-to-none and enabled specialist teaching across the curriculum.

The work to rebuild the school has been about more than bricks and mortar. Educationally, we do things differently. A separate Year 7 Hub was created to ease the transition for our younger pupils from primary to secondary education. The introduction of careers development alongside a breadth of enrichment days has significantly increased pupils' future opportunities.

We endeavour to nurture caring, trusting and positive relationships between students, staff, parents and carers, and we make a promise that every pupil will leave here as a resilient, independent and happy individual.

Rudheath Senior Academy is committed to the safeguarding of children and young people. An enhanced disclosure from the DBS is required.





About North West Academies Trust

NWAT believes that an aspirational and inspirational education is the right of every child.

Our success is driven by a commitment to relentlessly work to improve standards and outcomes for our pupils.

As specialists in providing high-quality education, we are passionate about supporting schools within their communities and helping to ensure outstanding learning opportunities for every child.

The ten schools in our trust provide high-quality teaching and strong leadership in a creative, supportive and aspirational environment.

We focus on driving up standards and have the necessary experience of improving standards in education to provide the right learning environment for all children and young adults to achieve their full potential.

We are an organisation built on strong foundations, enabling us to expand and welcome new schools with ease, whilst retaining focus on our core commitment to excellence in education.



About The Role

We have an exciting opportunity for a Cook working in Rudheath Senior Academy. As part of this role, you will help prepare and serve food for the children, staff and other stakeholders at the school. The successful candidate will be motivated and enthusiastic in contributing to the delivery of an effective and efficient customer service.

Previous experience as a Cook is desirable but is not essential as training will be given. Ultimately, we are looking for individuals who display a positive attitude, are passionate, organised and can work successfully as part of a team. A strong willingness to learn is also critical.

How to Apply

Should you wish to apply for this role, please complete an application form and submit a covering letter to recruitment@rudheathsenioracademy.org.uk.

Acting Head Teacher: Miss Julie-Ann Wilson
Business Manager: Mr Jack Jevons

We reserve the right to close this vacancy early should we receive an overwhelming response. All candidates are advised to refer to the job description and person specification before making application.

Applicants who have not heard from us within two weeks of the deadline should assume they have been unsuccessful in being shortlisted.

Rudheath Senior Academy and North West Academies Trust are committed to safeguarding and protecting the welfare of children and expects all staff, visitors and volunteers to share this commitment. An enhanced Disclosure and Barring Service Certificate will be required for all posts.

Follow us on Facebook and Twitter. Further details can be found on our website at www.rudheathsenioracademy.org.uk.

Job Description

Title:	Cook
Department:	Catering
Reports to:	Kitchen Manager
Working hours:	17.5 hours per week
Working pattern:	Worked over five days: 11:00am until 14:30pm Worked over 38 weeks per year (Term Time Only)
Salary:	Local Government Pay Scale, SCP1, £9.50 per hour
Job Purpose	<ul style="list-style-type: none"> • Support in providing a healthy catering service to The Rudheath Senior Academy within agreed budgets and with a high value placed on customer satisfaction. • Duties include the preparation of food, serving of meals, general kitchen and cleaning duties as directed by the Kitchen Manager and Business Manager. Additional responsibilities include general cleaning duties. Working to maintain high standards of hygiene, safety, service, and quality. • Support the Kitchen Manager in the day-to-day running of the kitchen, in compliance with relevant Health & Safety and Food Hygiene requirements.

Main Responsibilities:

- To assist with the smooth running of the school kitchen and assist at catering functions.
Preparation of all working, service, and dining areas.
- Assisting in the preparation and presentation of food items and beverages as directed by the Kitchen Manager.
- To assist in devising creative, innovative and nutritious menus to ensure a variety of meals is offered in the school which caters for different dietary requirements as appropriate.
- Ensuring that the dining room is cleared during service and tidying up undertaken.
- Cleaning the kitchen, surrounding areas and equipment to ensure the kitchen cleanliness is maintained at a high level.
- Regularly check kitchen equipment e.g. mixers, fryer, utensils, work surfaces are in accordance with specified procedures to ensure all equipment is hygienic and in safe working order and complies with relevant regulations.
- To inform the Kitchen Manager of any defects in equipment, suspect food or other concerns relating to Food Safety.
- To prepare the dining area to include moving and setting up tables and chairs.
- To prepare the service area, hot cupboards and other equipment in the dining area to ensure food is served efficiently and in a hygienic environment.
- To wash dishes, cutlery, tumblers, jugs, serving utensils, containers, tables and all other catering equipment in the dining area.
- To deliver excellent customer relations in a professional manner with the ability to communicate effectively, taking personal responsibility for delivering excellence and kindness.
- Ensure that the highest standards of customer care are upheld.

- To meet weekly financial targets as agreed by the Kitchen Manager to ensure function of school kitchen is sustainable.
- Undertake promotional events e.g., healthy eating initiatives, National School Meals Week, or any promotion as directed by your line manager, in order to maximise meal uptake and raise the profile of the service.
- Support cross-curricular initiatives e.g. pupil courses, cookery tutorials, healthy eating and lifestyle messages delivered in PSHE classes.

Responsibilities common to All Staff:

- Foster RSA's vision and objectives.
- Ensure equality and diversity is celebrated and promoted through all practice, and that success is achieved through widening participation and encouraging access to a diverse range of students.
- Effectively discharge RSA's responsibility for safeguarding students.
- Work within the RSA Health and Safety policy to ensure a safe working environment for staff, students and visitors.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues.
- Engage actively in the performance review process.
- Adhere to policies and procedures as set out in the staff handbook or other documentation available to all staff.
- Attending appropriate professional development/training sessions, courses or meetings to ensure that skills are maintained and developed to meet the changing needs of the college.
- Comply with the provisions of the Data Protection Act and adhere to the requirements of all staff to maintain confidentiality in respect of governors, staff, parents, students and members of the general public.
- Be responsible and accountable for carrying out the post with regard to the school's Safeguarding Policy, Equal Opportunity Policy, Health and Safety at Work Act and any other relevant policies and procedures.

The Rudheath Senior Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful appointments are subject to receiving satisfactory employment checks including references and an Enhanced DBS Disclosure is required for all posts involving regulated activity.

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may, therefore, be altered from time to time to reflect the changing need of the service, always in consultation with the post holder.