

SCHOOL COOK LOCAL DUTIES

(JOB DESCRIPTION SCHOOL COOK 02182)

Duties

- Acts as point of contact for school meals working with the teacher responsible for food technology
- To undertake all catering activities within the Unit, ensuring smooth running of the service meets the individual needs of the school
- To work within a team to ensure all Food Hygiene and Health and Safety procedures are in place and followed.
- Cleaning down at the end of service, ensuring servery tableware is in good condition and in good supply, and to work collaboratively towards and within Healthy Schools Guidance.
- To work within a team to ensure Health & Safety and Hygiene Health & Safety in the workplace. Preparing and cooking food in accordance with food safety regulations and local authority
- Ordering quantities of food in line with meal numbers, menu planning and portion control.
- Management and control of food costs within the given budget in conjunction with the food technology teacher
- Organisation and supervision of food service to include dining arrangements, special events and Activity day catering.
- To ensure welfare by encouraging healthy eating throughout the whole school day
- Reporting equipment breakdowns and maintenance requirements as requested and ensuring annual inspections are carried out.
- Setting up morning breaks, and additional services as requested.
- Participating in training and development activities as required and assisting with the training and development of colleagues.

GENERAL / MISCELLANEOUS The above duties and responsibilities cannot totally encompass or define all tasks which may be required.