

CHILDREN AND YOUNG PEOPLE'S HUMAN RESOURCES	This Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
SCHOOL	HALLAM PRIMARY SCHOOL
POST TITLE	CATERING ASSISTANT
GRADE	Grade 1
RESPONSIBLE TO	COOK/SUPERVISOR
RESPONSIBLE FOR	N/A
PURPOSE OF JOB	TO WORK AS PART OF A TEAM PROVIDING A CATERING SERVICE TO THE SCHOOL

JOB DESCRIPTION FOR POST OF: Catering Assistant
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SPECIFIC DUTIES AND RESPONSIBILITIES

The post holder must at all times carry out his/her duties and responsibilities within the spirit of Sheffield City Council and School Policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to the statutory responsibilities of the Governing Bodies of Schools.

1. Catering Assistants are required to work on various food points and coffee bars and breakfast bars.
- 2 .To assist in the preparation of food and drink.
- 3 To assist in the serving of food and drink.
4. To assist in the washing up after the above.
5. To work as part of a team in the cleaning of all work areas.
6. To assist in the periodic deep clean work associated with food areas.
7. To undertake cash handling and/or the operation of a till in some sites.
8. To comply with, influence and promote Sheffield City Council's Equal Opportunity Policy in the provision of the service, encouraging access to and uptake of the service wherever possible and whenever required.
9. Any other duties and responsibilities as may be appropriate to the grade and role.

