



Vacancy Information Pack

School Name:	Mullion School
Job Title:	Cook

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Mullion School

Job Title:	Cook
Pay Point / Pay Range:	TPAT Point 4
Full Time Equivalent Annual Salary:	£23,651 Pro Rata
Actual Annual Salary for this Role:	£12,371.21
Contract Type:	Fixed term until 31.08.25
Hours Per Week / Weeks Per Year	Hours – 22.5 hours per week Working Weeks - 39 working weeks Paid Weeks – 44.849
Closing Date:	17 March 2025
Proposed Shortlisting Date:	18 March 2025
Proposed Interview Date:	We reserve the right to interview candidates who meet our shortlisting criteria as we received the applications. Candidates are advised to apply early to avoid disappointment.



Mullion School, part of Truro and Penwith Academy Trust, is looking to appoint an enthusiastic Cook to work in the school kitchen. Applicants should have relevant experience of cooking in a very successful canteen or equivalent.

The successful applicant must have good interpersonal and communication skills and should be able to work independently using their own initiative and as a part of a team.

Previous experience of working in a school environment is desirable but is not essential. Individuals should hold relevant qualifications or be able to demonstrate equivalent experience as detailed in the person specification.

To find out more about Mullion School, please visit:	www.mullionschool.org.uk
To discuss this position please contact the Headteacher:	Email – mdunleavy@mullion.tpacademytrust.org Telephone – 01326 240098
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	Talent Team recruitment@tpacademytrust.org

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants	
School Address:	Meaver Road, Mullion, Helston, Cornwall. TR12 7EB
School Telephone Number:	01326 240098
School Email Address:	enquiries@mullion.tpacademytrust.org
Name of Headteacher:	Mrs Michelle Dunleavy
Website Address:	www.mullionschool.org.uk

Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and inspiring curriculum and meet our motivated students. Please phone the school telephone number provided if you would like to arrange to look around.

General Background

Mullion School is located on the outskirts of Mullion Village. We are an 11-16 school with 555 students on role. Our student community spans the Lizard Peninsula with a large number of students travelling to school by bus each day. We serve arguably one of the most beautiful and unique areas of the country.

Mullion School is ambitious, creative and inclusive; our students consistently achieve academic excellence. We encourage all students to take an active role in the school, through leadership opportunities, sport, performing arts and enrichment opportunities. The school is a vibrant supportive community and our students are a pleasure to teach and work with every day.

Relationships are important to us at Mullion School and you would be joining a strong collaborative team of staff who are passionate about Mullion School. We are part of Truro and Penwith Academy Trust, who have a clear vision for collaboration and school improvement.

Class Organisation

For more information about our class organisation, please see our website:
www.mullionschool.org.uk

Staff Organisation

For more details about our staff organisation, please see our website: www.mullionschool.org.uk

Our Curriculum

At Mullion School, we are dedicated to ensuring that our students receive quality careers education, information and guidance to support them with their future careers aspirations. We provide impartial guidance and support on further education, training and employment. This is embedded into the school ethos of raising aspirations for all students. Careers Education, Information and Guidance (CEIAG) is delivered through subject areas, careers events, one to one guidance and is fully implemented into the PSHE curriculum. We aim to create a learning environment that suits students best. We've designed a curriculum that's inclusive and ambitious, providing students with a wealth of opportunities to explore their interests and passions.

In fact, at Key Stage 4, we offer a choice of 18 courses - a rich variety that gives them the power to shape their learning journey. Of these 18, students choose four subjects to study alongside the core offer of English, Maths, Science, PE and PSHE.

This is an environment where you can shine, whatever your strengths.

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Michelle Dunleavy
Contact Email Address:	recruitment@tpacademytrust.org
Contact Telephone Number:	01326 240098

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:	17 March 2025
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Completed applications must be returned to the email address above and be received by Midday on the closing date provided.

Interview Date(s):	TBC
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.