



Recruitment Pack

Cook

River Tees Academy Grangetown

Change lives
through a
career with our
Trust



WELCOME

'WE CHANGE LIVES'

River Tees Multi-Academy Trust is a forward-thinking trust committed to ensuring the most vulnerable learners receive the highest quality of education and outcomes. We are firmly committed to our workforce and ensure fantastic developmental and wellbeing opportunities for the right candidate.

If you are ready to take the next step in your career, join us as we 'Change Lives'.

We are dedicated to investing in the training and development of our staff to ensure they possess the necessary skills for their roles. We welcome applicants who may not yet possess all the required skills but are willing to invest in their own growth to acquire the necessary knowledge.

The schools within our Academy Trust improve the character, community and currency of pupils who are excluded or at risk of exclusion from mainstream school, unable to attend school for a variety of medical needs and/or have an Education, Health and Care Plan that requires specialist provision. Changing Lives is our mission, and this drives everything we do, in every department.



OUR TRUST

'WE CHANGE LIVES'

River Tees Multi-Academy Trust is a small but growing Trust in the North East of England serving some of the most disadvantaged communities in the country. We provide the highest quality education for learners who have struggled within the mainstream schooling system. Children and young people are welcomed into our academies, regardless of their challenges, past history or additional needs.

We use a relational approach with our learners, staff and communities. This helps us build trusting relationships that bring out the best in everyone. All staff are committed to improving the life chances of our learners.

We change lives through our focus on a highly personalised curriculum that provides Currency, builds Character and engages with the Community. Our whole team work together to safeguard our vulnerable learners and give them the confidence to achieve their educational, social, family and career challenges.

We want our learners to gain the skills, knowledge and qualifications they need to move forward but also to enjoy school and develop a love of learning.

River Tees Multi-Academy Trust was set up in April 2016, The Trust currently operates 5 Academies across the North East of England. RTMAT works with the most disadvantaged learners. Our intent is to ensure we offer the highest quality provision for our cohort of learners, taking account of their additional needs, social deprivation and gaps in learning.

Our ethos and values are rooted in ethical approaches to partnership working and our drive to ensure that disadvantaged learners receive the best possible education.

OUR VALUES

'WE CHANGE LIVES'

River Tees Multi-Academy Trust are committed to changing lives. We help our staff, learners and communities to be:

- Resilient and brave.
- Trustworthy and kind.
- Making a positive difference to learners', staff and our wider communities' lives.
- Aspirational and hopeful.
- Tolerant and respectful.

WELCOME FROM CEO

'WE CHANGE LIVES'

I am delighted to extend a warm welcome to all potential candidates interested in joining the River Tees Multi-Academy Trust. Our organisation is dedicated to fostering an inclusive and dynamic educational environment that prioritises the growth and success of both our learners and staff.

River Tees Multi-Academy Trust was established with the mission of providing exceptional educational opportunities across our diverse network of schools. We believe in nurturing talent, promoting well-being, and maintaining high standards of academic excellence. Our core values are centred around character, community, and curriculum.

We envision a future where every learner is equipped with the knowledge, skills, and confidence to succeed in a rapidly changing world. By championing innovative teaching methods and personalised learning experiences, we are committed to making this vision a reality.

We offer extensive training programmes and career advancement opportunities to support your professional growth. Our trust is built on mutual respect and inclusion, ensuring a welcoming environment for all. We value teamwork and collaboration, providing a supportive network to help you thrive. Join us in making a significant difference to the lives of our learners and the broader community.

River Tees Multi-Academy Trust encompasses several schools, each with its own unique character and strengths. We pride ourselves on our ability to cater to a broad spectrum of educational needs. Our schools are committed to providing a safe, engaging, and stimulating learning environment for all learners.

We are excited to learn more about you and your potential contribution to our team. We look forward to welcoming dedicated and enthusiastic individuals who share our commitment to educational excellence.

Thank you for considering River Tees Multi-Academy Trust as the next step in your career. Together, we can empower education and inspire futures.



Christina Jones
CEO

WELCOME FROM HEADTEACHER

'WE CHANGE LIVES'

Dear Candidate,

Thank you for taking the time to consider applying for a role at our school.
I would like to offer you a warm welcome to River Tees Academy Grangetown where we believe we 'change lives.'

Our academy is a Special School currently temporarily located in Middlesbrough. The academy provides high quality education for learners who have an Education, Health and Care Plan for Social, Emotional and Mental Health needs.

We pride ourselves on our curriculum which is carefully planned to build every child's character, community and currency.

Character: Who you are and who you want to be

Community: Links to others and the wider world

Currency: Learning for your future

This provides every learner with a sense of self and the ability to be successful in their futures. Our focus on personal development ensures that every learner feels happy and safe in an environment where they are valued and inspired to learn. At our school, we work hard to build strong relationships leading to a family ethos.

When the time comes for a learner to leave us, they will be better equipped for a positive role in society and be more able to make informed choices.

This is an exciting time to work as part of a well-established but welcoming staff team within our school as we support our young people on their journey through education.

We look forward to new staff joining us who share our belief in our young people and want to support our school on this journey of providing our young people with the character, community and currency to be the best they can be.

Thank you for considering a position at River Tees Academy Grangetown. Together, we can change lives.



Leanne Chilton
Head Teacher

ABOUT THE SCHOOL

'WE CHANGE LIVES'

I am delighted that our free school opened in temporary accommodation in September 2022. River Tees Academy Grangetown will offer 100 places to learners aged 5-19 with Social Emotional and Mental Health needs and most learners will have an Education Health Care Plan. We want all our pupils to enjoy their education, engage fully and make exceptional education progress.

Our vision is for a place that improves the lives of children and young people in both the long and short term, improving preparation for adulthood; we have aspirations for every learner and will support them all to access a broad and balanced curriculum at River Tees Academy Grangetown including a range of GCSEs and vocational qualifications. We focus on building Currency, Character and Community knowledge and skills.

Our ethos and values are rooted in ethical approaches to partnership working and our drive to ensure that disadvantaged learners receive the best possible education.

River Tees Academy Grangetown is committed to changing lives. We want all pupils to enjoy their education, engage fully and make exceptional educational progress.

Our curriculum aims to deliver the highest quality education, but with personalisation and scaffolding to help those who need to access a different way of learning.

ABOUT THE ROLE

'WE CHANGE LIVES'

Application closing date	
Interview Date/s	TBC
Location	River Tees Academy Grangetown -Sandringham House, Overdale Road, Middlesbrough, TS3 7EA
Salary	NJC Grade F 9-11 £ 22,715 – £23,455 (actual salary)
Contractual hours	30 Hours Term Time only + 1 week
Working Hours	Monday – Thursday 7.00 – 15.00, Friday 7.00 – 14.30
Basis	Permanent

As a school, we recognise the pivotal role of nutritious and high-quality meals for our learners. Many of our learners face challenges in their lives, and mealtimes provide an essential opportunity for stability, social interaction and well-being. Our wider staff teams demonstrate their commitment to Changing Lives, by ensuring that every facet of every young person's school experience is excellent.

We are seeking a dedicated and passionate individual who shares our passion and understanding regarding the importance of meal-times in our school family environment and can lead a small catering team effectively.

The right candidate will believe in holistic and relational support for our learners, ensuring they develop healthy habits that will benefit them in the future. As the supervisor of a small catering team you will play an essential role in achieving this by preparing balanced meals, accommodating for dietary needs and creating a positive and friendly experience for all.

We currently operate 5 schools across two main geographical areas (Middlesbrough and Gateshead). This role is based in River Tees Academy Grangetown, however the role will require you to cater for the staff and pupils at our River Tees Hospital School based on the same site. Where the occasional need arises, you may be required to support our Middlesbrough Academies with catering for their staff and pupils.

To succeed in this role, you'll need to be organised, self-motivated and resilient. You'll be the sort of person who embraces change, loves a challenge and enjoys working in a role where no two days are the same. You'll be an excellent communicator who uses their compassion and emotional intelligence to form positive

relationships with colleagues and lead and inspire our catering team to supply and serve nutritious food ensuring every learner has their basic need of food and hydration met.

Our Trust celebrates the diversity of our school communities. We actively encourage visits to our school sites – once you see our work in practice we are certain you will be committed to joining us in Changing Lives.

You are welcome to contact Kimberly Waugh, School Business Manager kimberley.waugh@rtmat.org.uk for an informal discussion about this post prior to application. The Job Description and Person Specification fully outline the requirements of this post and can be found on our website <https://www.rtmat.org.uk/app/os#!home>

Supporting statements should be written in line with the Person Specification - CVs are not accepted.

This post is subject to an Enhanced DBS check, Social Media check and satisfactory references.

JOB DESCRIPTION

'WE CHANGE LIVES'

GENERAL

The Cook will be responsible for managing the school's catering provision, ensuring that students, staff and visitors are provided with nutritious, well-prepared meals in line with food safety standards. This role involves meal planning, food preparation, kitchen management and supervising catering staff.

KEY RESPONSIBILITIES

- Undertake all catering activities within the school kitchen, ensuring efficient meal service that meets the individual needs of the school
- Plan and prepare healthy, balanced meals that cater to diverse dietary requirements
- Manage food stock, order supplies, menu plan in line with meal numbers
- Engage with students using a relational approach to create a welcoming dining experience
- Ensure continued improvement in customer satisfaction, encouraging healthy eating throughout the whole school day
- Work closely with the wider staff team to promote healthy eating and cater to individual student needs
- Support as required, the food technology curriculum for pupils attending our school
- Organisation and supervision of food services to include dining arrangements, breakfast/lunch clubs, special events and Professional Development day catering.

FINANCIAL PLANNING AND ADMINISTRATION

- Manage food stock and order supplies in line with an allocated budget and utilising effective procurement strategies
- To manage and control labour and other unit costs within the given budget

- Maintain records on cash collection in accordance with requirements, following standard operating procedures and safe contents register
- Ensure all relevant clerical work is received in the office to meet deadlines

HEALTH AND SAFETY

- Work within a team to ensure compliance with all Health & Safety and Hygiene Regulations in the workplace guidance
- Reporting equipment breakdowns and maintenance requirements as requested and ensure annual inspections are carried out
- Maintain kitchen records, including temperature logs, allergen information and health and safety inspections
- Maintain up-to-date records of health and safety inspections and incidents

PROFESSIONAL DEVELOPMENT

- Induct, supervise and train catering staff to ensure a high standard of food preparation and cleanliness, keeping all relevant documentation and training records up to date.
- Participate in training and development activities as required and assisting with the training and development of colleagues

SUSTAINABILITY

- Work with the wider team towards the goal of net zero with a focus on food waste and sustainability

WORKING CONDITIONS

- Full-time position requiring flexibility to work across multiple sites on the rare occasions this would be required
- Physical ability to prepare meals and conduct moderate lifting and carrying activities
- The post holder may undertake any other duties that are commensurate with the post

PERSONAL SPECIFICATION

'WE CHANGE LIVES'

Please refer directly to these when forming your supportive documents demonstrating how you are the right candidate for this role.

The Trust is committed to investing in the training and development of its staff to ensure they possess the necessary skills for their roles. If you identify any gaps in your experience, please mention them in your application and express your readiness to acquire these skills.

	Essential	Desirable	Qualifications & Training	Experience	Knowledge & Skills	Other
NVQ Qualification in Catering or equivalent	*		*			
Food Hygiene Certificate	*		*			

First Aid qualification		*	*			
Formal Leadership/Management qualification		*	*			
Experience in catering supervision, ideally in a school	*			*		
Menu planning and costing	*			*		
Budget management experience		*		*		
Experience of working in an Alternative Provision or SEN setting		*		*		
Ability to prepare nutritious meals for large groups	*			*		
Strong leadership and team management skills	*			*		
Understanding of food allergies and special dietary requirements	*				*	
Knowledge of health and safety and food hygiene regulations	*				*	
Knowledge of the School Food Standards and government guidelines		*			*	
Ability to work effectively in a school environment, engaging positively with pupils	*					*
Good personal hygiene	*					*