



School SOUS CHEF (daily kitchen lead)

Newington Green Primary School

**Apply ASAP (feeding children cannot wait!), advert closing
date: Midnight 17th July 2022**

Job reference: NG/RTH/1109

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Welcome letter from Executive Headteacher

Dear future Sous Chef

I am delighted that you are interested in joining the team here at Newington Green as the Sous Chef. This is a really exciting time for the school as we have moved away from a catering contract model recently and bought food provision under the school's control. This has been recently led by our Head Chef, Emma, with the support of the charity Chefs in School.

We have the following food vision for both schools and need someone like you who can lead the Newington Green kitchen day to day, while our Head Chef works to develop the provision across our sister school Rotherfield.

Longer term our Head Chef will be working to improve our food education model on both schools, and we need a reliable and omitted Sous Chef to ensure the quality of food day to day at Newington Green is of excellent quality for the children.

Our Food Vision

We want food at both schools to be a central and important part of our whole school educational offer. We would like food linked to the curriculum, and topics we are learning, where possible. We want food staff to be part of the school, and part of the ethos of giving our children the best. As with educational staff, we will expect food-based school staff to perform in line with the school values and ethos.

We want children, staff and parents to have a say in the menu offer, and for children to learn about food and nutrition through a healthy school food offer. We want pupils to know about where food comes from, food names, and try new foods in a nurturing environment. We want food to be cooked from scratch, locally sourced, seasonal, and as ethical as possible.

We want children in our schools to:

- *All have the school meal*
- * LOVE the menu- which reflects what they want to eat, whilst educating them sensitively about new foods*
- * Know all the kitchen team by name, be excited to see them, and not scared to ask for more, less or what they want*
- *Have kitchen staff who listen to what they would like (Food council) and plan fun, nutritious, cooked from scratch menus*
- *A dining experience which ensures they can talk, share food and know what they are eating (labels, education)*
- *Have a high quality breakfast and after school offer which compliments the school day offer*
- *Develop the food cultures of the schools to ensure pupils understand the journey of food from farm to fork, how food reflects cultures, understanding nutrition and health*

We are looking for someone who wants to develop the provision at Newington Green to be high quality and to fit our food vision. We can offer term time only working to suit family commitments, with a generous local government pension (around 22% employer contribution).

This pack provides some more detailed information and will hopefully give you a good insight into our ethos. Both schools are happy, and dynamic with high expectations of our pupils. We serve a diverse, inner London community and work with a wide range of partners.

We need staff who will thrive on a challenge, enjoy working as a team and who will not be scared of trying new ways of doing things. **To work in either school, you will need to be passionate about improving the life chances of pupils and their families. For our children an excellent holistic education, and enriching activities will make a defining difference in their lives- and it essential that we recruit staff who share our commitment.**



You will find both schools to have a friendly and committed staff who really believe in our children and their ability to positively affect children's lives. You can expect from us a school committed to your professional learning, and a supportive leadership team.

If you wish to have an informal chat on phone, or via video call, or a visit to either school setting to talk with Emma, Head Chef or myself, please contact us via the school office.

Abi
Abi Misselbrook-Lovejoy
Executive Headteacher

Newington Green Primary School www.newingtongreen.co.uk

Newington Green is a vibrant, two form entry school, with Nursery and two year old provision, serving a diverse community in Islington. The majority of pupils are of minority ethnic origin with Turkish, Somalian and Bengali being the largest ethnic groups in the school. The school has approximately 40% free school meals entitlement and over 25 languages spoken as first languages in the homes of its pupils.

We were rated good at our last inspection (March 2017) and are working hard to continuously improve.

The school had a multimillion pound refurbishment to the main, and 2 subsidiary buildings. The quality of the learning and working environment is now exceptional. Classrooms have bespoke storage, we have a cookery suite, performance hall, gym hall, dining hall, art studio, Spanish Studio, Music Studio, Parent hub, conference suite and group rooms for each year group. All of our playgrounds have also been redeveloped and the quality of the spaces is fantastic for learning and playing.

We have a large kitchen onsite, with an additional room that has cooking facilities for staff and children. We have growing beds for vegetables and want to further develop our food provision.

On our website you will find many of our school policies. In particular the Learning Policy, Behaviour Policy and Marking and Feedback Policy will help give you an idea of how we work and our expectations here.

In 2016 we began a partnership with Rotherfield Primary School. In this partnership we share staff and resources with the aim of securing the best provision for our pupils. We have the following shared staff across both schools: Home School Worker, Premises Manager, Clubs Manager, Art Specialist, Spanish Specialist, Business Manager, Executive Head, Head Chef and a Computing Specialist.

We run wrap around care from 7.30am to 7.00pm, and have a range of enrichment clubs for pupils to attend.

We work closely in partnership with 24 other Islington Schools through a collaborative network called Futurezone. We love working together to improve things for our children! The very best way to find out if Newington Green is right for you is to come and visit us!

Advert

The Executive Headteacher and Governors at Newington Green Primary School are looking to appoint a School Sous Chef.

The role of Sous Chef will have a major impact on the children's lives through ensuring that children get a high-quality food offering throughout the day at school and learn about nutrition which will set them up for life.

We want candidates who want to make our food vision come to life!

Our Food Vision

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**Have a high quality breakfast and after school offer which compliments the school day offer*

**Develop the food cultures of the schools to ensure pupils understand the journey of food from farm to fork, how food reflects cultures, understanding nutrition and health*

We want you if you can...

Lead on developing, implementing, and continuously improving the food vision for Newington Green Primary School working closely with Senior Leadership Team, Head Chef and the kitchen team.

Manage the kitchen day to day with the Support of our Head Chef, Emma, who will lead across both schools.

Ensure Newington Green children get a cooked from scratch, fantastic meal offer for breakfast, lunch and supper through working with and leading the kitchen team.

Salary: NJC scale 4 points 8 to 11, actual salary £21,707- £23,307pa. 35 hours per week, term time only. As an Islington employee the school pays into the Local Government Pension Scheme at around 22% of your salary- an excellent benefit for staff.

Please apply online at www.islington.gov.uk/jobs. If you need any assistance, please contact Schools HR at schoolsrecruitment@islington.gov.uk quoting reference **NG/RTH/1109**

Closing date for applications: Midnight on 17th July 2022 the advert closes. **BUT PLEASE APPLY ASAP, and we will get you in for interview! We reserve the right to interview and appoint before the closing date if a suitable candidate is found. Feeding children well cannot wait!**

Selection process:

Newington Green and Rotherfield Primary Schools are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. An enhanced DBS (Disclosure and Barring Service) with barred list check will be required. Also, if this



post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to declare.

Job Description

- **Post Title: Sous Chef**
- **Grade: NJC scale 4 points 8 – 11**
- **Actual Salary: £21,707- £23,307 per annum**

Reporting to: Head Chef

PURPOSE OF THE POST.

- To motivate and lead a team to serve fresh interesting and nutritious school meals.
- To manage the team day to day following school procedures and policies
- To make meals within budget and which meet Government and the Schools standards at all times.
- To assist in developing a food and cookery curriculum for the school, working on highly aspirational food related projects for the school.
- To maintain high standards of cleanliness and hygiene in the kitchen area.
- To undertake day to day supervision of the kitchen team, supported by the Executive Chef

Main duties and responsibilities:

- Prepare fresh fish, fresh meat, bake fresh breads and pastries.
- Prepare meals in accordance with an agreed seasonal 2-week menu cycle and change.
- Prepare menu in accordance with the school food standards allowing for allergen issues.
- Ensure full adherence to recipes, food presentation standards and portion control.
- Ensure team actively engage with pupils on service- encouraging them to try new foods, praising them and fostering a positive food culture
- Have a working knowledge of multiple cooking methods and an understanding of correct cooking procedures such as blanching, and refreshing, searing, grilling and steaming

- Undertake weekly menu planning ensuring that there is variety in the chosen meals and portion control.
- Prepare meals to meet specific dietary and cultural requirements.
- Ensure freezer and fridge temperatures logs are maintained on a daily basis.
- Be responsible for monitoring of food hygiene and safety measures.
- Check supplier delivery notes against orders and report discrepancies.
- Undertake stock taking monthly maintaining food stock levels and checking of dates.
- Order groceries monthly and other supplies according to the menu.
- Maintain a weekly and monthly cleaning regime for all the kitchen equipment.
- Take part in meetings and training organised and lead training where required, with support
- Check and monitor stock in the kitchen and report excess food items.
- Work as part of a team to deliver the best for pupils, which may include setting up the dining area, covering colleague's duties etc to make sure service is smooth

This is a description of the main duties and responsibilities of the post at the date of production. The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as may be necessary from time to time.

General requirements

- Take part in the school's performance management system.
- Enhanced DBS Check.
- Strong commitment to furthering equalities in both service delivery and employment practice.
- You must promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with.
- Ability to adhere to staff expectations and policies across the school
- Ability to communicate effectively with pupils and staff, creating a culture of teamwork
- Ability to use technology to communicate with staff/colleagues

Person Specification

Qualifications

1.	Level 2 certificate in food Hygiene.	
2.	NVQ in food preparation and cooking.	

Experience

3.	Experience of catering.	
4.	Previously managed, assisted or deputised own unit.	
5.	Experience of leading a team and training them in basic kitchen skills.	

Knowledge

6.	Good foundation and higher-level knowledge of food preparation methods including: balancing meals, portioning, stock rotation and ordering.	
7.	Strong knowledge of baking.	
8.	Ability to cook to a high standard across multiple disciplines.	
9.	Interest in cuisine and furthering knowledge of food.	

Skills

10.	Ability to read and implement instructions, such as Health & Safety and Food Hygiene regulations.	
11.	Ability to create and help implement interesting and healthy menus.	

12.	Able to use and clean machinery and light equipment.	
13.	Demonstrate a willingness and enthusiasm for training and progression.	
14.	Able to encourage children to select a balanced meal.	
15.	Able to communicate with all kitchen, school staff and pupils.	
16.	Able to train staff in basic kitchen skills.	
17.	Able to plan and run cooking classes and impart knowledge and skills.	
18.	Able to work on own and within a team.	
19.	Able to help lead and motivate staff.	
20.	Display a commitment to the Council's equalities policies.	
21.	Display and maintain a high standard of personal hygiene.	
22.	Work effectively in a busy and hectic environment.	

How to apply

Application Deadline

Completed application forms must be received by **Midnight on 17th July 2022.**

To apply

Please apply online at www.islington.gov.uk/jobs. If you need any assistance, please contact Schools HR at schoolsrecruitment@islington.gov.uk quoting reference **NG/RTH/1109**.

Contact

To find out more about the role, please contact either school office to arrange a time (Rotherfield – **020 7226 6620** / Newington Green - **020 7254 3092**).

Completing your application

Please read the job description and person specification carefully. You should demonstrate on your application how you meet the requirements of the post according to your qualifications, skills, abilities and experiences. Please ensure to address each criteria of the person specification as this will be used to assess your suitability for the post.

Guidance notes on how to apply for a job within schools and the policy on the recruitment employment of ex-offenders are available as attachment within the online job listing. Please refer to those before submitting your application.

Shortlisting and selection procedure

The shortlisting and selection will be made by a panel of senior leaders. Shortlisted candidates will be notified immediately after shortlisting has taken place and will be provided with further information on the selection process.

Please would all applicants ensure that their preferred means of urgent contact (phone, mobile phone or e-mail) are clearly identifiable from the application form, so that your confidentiality is maintained.

References

Candidates are advised that references will be taken up during the shortlisting process. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set. In all cases at least two professional references are required.

The post will be offered subject to satisfactory completion of pre-employment checks.

Safeguarding children

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

Newington Green Primary School

Matthias Road, London, N16 8NP

Tel: 020 7254 3092

Email: admin@newingtongreen.co.uk

www.newingtongreen.co.uk

Executive Headteacher: Abi Misselbrook-Lovejoy

Head of School: Mairead McDonnell

Rotherfield Primary School

Rotherfield Street, London, N1 3EE

Tel: 020 7226 6620

Email: admin@rotherfield.islington.sch.uk

www.rotherfieldprimaryschool.co.uk

Executive Headteacher: Abi Misselbrook-Lovejoy

Head of School: Joanna Jones