

Diner/Driving Assistant **Job Description**

Main Purpose of Post

The post holder will be responsible for the collection, transportation, preparation and serving of school meals, plus washing up and cleaning the kitchen area down thoroughly after use.

Key Responsibilities and Tasks

- Collection/return of food storage containers from Farlow C of E Primary School
- Collection and transportation of school meals from Kinlet C of E Primary School to Farlow C of E Primary School
- Preparation of school meals and serving of school meals
- Washing up and cleaning the kitchen area, its surroundings and equipment
- To assume responsibility for ordering of cleaning materials and equipment for use on site
- To communicate information to members of teaching staff when necessary
- Willingness to complete food hygiene certificate and keep up to date with current guidance – training can be completed at school if applicant doesn't already hold
- Manual handling of food storage containers containing food will be required for short distances
- Keep an up to date First Aid qualification
- Attend regular safeguarding and staff training as required
- Supervising children during lunchtime

Farlow C of E Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful applicant will be subject to a Disclosure Barring Service check before appointment is confirmed.

Your place of work shall be Farlow C of E Primary school. However, the governing body may require you to work on either a temporary or an indefinite basis at any school and location which is or becomes part of the Federation of St Giles and St John.