



JOB TITLE: Teaching Assistant – Food Technology

RESPONSIBLE TO: Chef-Lecturer

STATEMENT OF PURPOSE:

To support students effective independent learning and progress in relation to food technology (cookery). To distribute and prepare resources for the three food technology classrooms for planned activities. To assist in the student café as required.

Hours Required: Monday 8am to 4:30pm
Tuesday 8:45am to 4:30pm
Wednesday 8:45am to 3:30pm
Thursday 8:45am to 4:15pm
Friday 8:45am to 3:45pm

KEY RESPONSIBILITIES

Health & Safety & Risk Management/Safer Food Better Business

- COSHH Compliance: Manage the safe storage, usage, and logging of all cleaning chemicals under Control of Substances Hazardous to Health (COSHH) regulations.
- Equipment Maintenance: Ensure all kitchen machinery, ovens, knives, and electrical equipment are safe for student use.
- Risk Assessments: Work alongside the Chef Lecturer to draft, review, and enforce health and safety risk assessments for practical lessons, Including Food Allergens and Benedicts Law.
- PPE Management: Ensure clean aprons, hats, and necessary protective gear are laundered, sanitised, and ready for use.
- Turnaround & Clearing: Rapidly reset and sanitise the training kitchen between class rotations, ensuring a clean slate for subsequent cohorts.

General

- To provide support for cookery activities including assisting with lessons when required.
- To receive and place orders for equipment, ensuring adequate supplies and minimal waste.
- To distribute orders and ensure the timely preparation of resources. This may include preparing materials to meet individual student needs.
- To ensure that the food technology rooms are clean, tidy, well equipped and maintained and to report any maintenance faults.
- To ensure that the food technology rooms meet health and safety and food hygiene standards, undertaking cleaning as required.
- To prepare the food technology rooms ready for lessons in liaison with the relevant classes.
- To support students working in the café as required.
- To work in classrooms providing cover as required.

Working with Special Education Needs pupils requires a particular understanding and appreciation of the individual needs such as physical limitations, learning, emotional, behavioural and language difficulties or problems with organisation. The behaviour of such children is often extremely challenging and is therefore emotionally and physically demanding. In some cases the nature of the pupils' special needs may result in staff being verbally or physically assaulted.

This is not an exclusive or exhaustive range of responsibilities, rather an indicative list. You may be required to carry out further duties as reasonably required and commensurate with the position.

PERSON SPECIFICATION

Key Criteria	Essential	Desirable
Qualifications and training	Level 2 Award in Food Safety (or equivalent) Good standard of literacy and numeracy (GCSE English & Maths) Awareness of health, safety and wellbeing requirements in a school environment	Level 3 award in food safety
Skills and experience	An understanding of how children learn An understanding of special education needs Excellent planning and organisation skills Experience of accurate record keeping Excellent communication skills An interest in cookery	Experience of working in a kitchen/catering environment Experience of working in a school
Core Competencies	Pupil Led Passionate about supporting young people with a disability in a dignified and person centred way Is approachable and helpful Acts with honesty, integrity and discretion Is concerned with the health, safety and wellbeing of others	

	Working Together Contributes to effective teamwork Understands and supports others Values people equally and encourages inclusive participation Willing to work in line with all MGS policies and procedures and attend all supervisions Adaptability Aligns behaviour to the needs / priorities / goals of students and the school as a whole Deals and copes with change Works well in a challenging environment Copes with ambiguity Remains calm and professional at all times Is self-aware and able to undertake self-evaluation	
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