



School Chef

South Lee Prep School, Bury St Edmunds
Job Description

Job Title: School Chef

Location: South Lee Prep School, Nowton Road, Bury St Edmunds

Hours: Monday to Friday: 8am-3pm, three days a week and 9am-5.30pm, two days a week (Wed and Fri)

All Year round 17 Weeks of the year 10am-2pm (Nursery cooking only)

Can you enrich the lives of young people as a School Cook?

We are looking for an all year round school Chef to lead our kitchen team in providing delicious, nutritious food in an organised and professional environment.

You will oversee all aspects of catering in the school, including provision for our thriving year-round nursery, catering mainly for the pupils and staff each day at lunchtime but also for events such as match teas and special end of year dinners. We are looking for someone with vision, passion and commitment who can create exciting and healthy menus for family-style dining. You will work closely with the Senior Leadership Team to deliver the school's vision and be a key part of our bustling South Lee Prep community.

Leading the kitchen at South Lee is about far more than simply preparing meals. Food is an extremely important part of school life for our children and families, and we take great pride in the quality of what we serve. We care about where our food comes from, using local suppliers wherever possible and making the most of fresh, seasonal produce. We do not compromise on quality by buying cheap, heavily processed foods, and we avoid unnecessary additives and preservatives. Our expectation is that food is cooked properly from scratch, on site, every day, with no reliance on jars, packet mixes or convenience sauces. The School Chef would lead the kitchen with these principles at its heart, creating nourishing, varied and appealing meals while also working with our pupil food committee to share their knowledge and enthusiasm for food. We want someone who takes real pride in what they produce and understands that good food plays an important part in the happiness, wellbeing and experience of every child at South Lee Prep. Could you be part of this exciting journey?

Key Requirements:

- To design and deliver a nutritious, delicious, seasonal and diverse lunch and snack menu, providing for those with special dietary requirements;
- To create, develop and promote a school food identity / brand around healthy, locally-produced, delicious food;
- To be a central part of the school community, getting to know the staff and pupils and living by the school values;
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www.southlee.co.uk



- To run an environmentally aware kitchen, minimising waste, and sourcing local food where possible.
- To have excellent structures and routines in place for service, kitchen hygiene and ensure all staff are working together to this end.

Normal Weekly Responsibilities (Monday to Friday, term time)

- To run a smooth family dining service each day at lunchtime (two sittings);
- To provide excellent match teas every Wednesday / Friday for both students and parents;
- To provide refreshments for a variety of events;
- To attend weekly events meetings, contributing to successful planning for all school events and delivering your vision for our school's brand identity at each event.

Additional Responsibilities:

- To provide appropriate food and drinks at various additional events throughout the year for example: Leavers' Dinner, parents' meetings, PTA events, governors' meetings;
- To work with the teaching staff to educate the children about food;
- To attend pupil-led food committee meetings, working with the children to encourage their ideas, passion for nutritious food and leadership skills.

Health & Safety

- To maintain a clean and organised kitchen;
- To run the kitchen to the highest standards of health and safety and food hygiene;
- To be responsible for the oversight of kitchen equipment ensuring it is safe and reporting to our Facilities Manager when support is needed;
- To keep accurate and relevant records;
- To report any defects, damage, theft, breakages, or hazards to relevant staff immediately.

Finances

- To work within a budget and report into the School Finance Manager;
- To oversee ordering of supplies, looking for the best deals and checking that invoices are accurate;
- To be able to manage a catering budget.

Personal Attributes:

- Ability to work within a team and lead others
- Positive and friendly manner with colleagues, pupils and parents;



- Excellent communication skills;
- Ability to deal with unseen events / problem solver;
- Flexible;
- Kind;
- Reliable and committed;
- Ability to lead a team and demand excellence.

Schedule:

- No weekends.
- Additional duties as requested by the Head.

Staff Benefits

- Very competitive salary
- 28 days holiday (including bank holidays) Must be taken in school holidays.
- We close the nursery from 23rd December until 3rd/4th January, which is extra days holiday and not part of your allowance.
- Company pension contributions
- We will work with you to provide the training to progress your career
- Free hot lunch each day
- On-site parking available
- Collaborative and supportive work environment.
- On site gym for staff to use

If you are passionate about food and would relish the opportunity of working with us in our supportive, fun, and stimulating professional environment, then we would welcome your application.

To find out more:

For any further information contact, 01284 754654 recruitment@southlee.co.uk or visit: www.southleeschool.co.uk

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