



A M E S B U R Y

KITCHEN PORTER

Amesbury is an oversubscribed, independent co-educational day preparatory school catering for pupils between the ages of 2+-13+.

The main catchment area includes Godalming, Haslemere, Midhurst, Petersfield and Farnham. The area is very well catered for in educational terms, with strong infant and primary school provision. In spite of intense competition Amesbury has emerged as one of the strongest preparatory schools in the area and features in the Good Schools Guide.

The School was inspected by ISI in September 2017, and judged to be excellent in all categories and subcategories. Needless to say the school was also found to be fully compliant.

Pupils leave to join a wide range of the best day and boarding senior schools in the UK including Brighton College, Bedales, Bradfield, Bryanston, Canford, Charterhouse, Cranleigh, Frensham Heights, Guildford High School, Harrow, Lord Wandsworth College, Marlborough College, The Portsmouth Grammar School, Priors Field, RGS Guildford, Rugby, Seaford College, St Catherine's, Tormead, Wellington College, Winchester College et al.

Since 2012 the School has invested £3m in capital projects, including a purpose built Common Room, a Dance Studio and a £1.3m Visual Arts Centre. In addition to which the school has recently made a significant investment in infrastructure and tablet technology.

Recent projects include the development of new Reception Classrooms and refurbishment of our Science Laboratories.

Amesbury is a day school. Registration is at 8.15am and school finishes at 5.45pm. There are no weekend commitments. It is a special place. We work hard, have fun, innovate, and strive to be exceptional.

KITCHEN PORTER

PERSONAL INFORMATION

A 40 hour per week role. The hours of work would be 10.00am-6.00pm Monday to Friday.

A job share may be available 10.00-2.00pm and 2.00-6.00pm.

You will be required to help with preparation in the week prior to the start of each term, i.e. Michaelmas (Christmas), Lent (Easter) and Trinity Term (summer). You will also be required to help with the kitchen deep clean in the first week of the school holidays, as agreed with the Catering Manager.

Ideally you will have worked in a kitchen previously; however, this is not essential.

Specifically, you will:

- Be the opposite of a clock watcher and want to go the extra mile
- Understand that relationships, not rules, make schools successful
- Have a sense of humour
- Be an energizer rather than an energy sapper
- Be willing to roll up your sleeves and 'pitch in'
- Dive head first into a very busy, creative school
- Be committed to working hard every day in order to develop something incredible
- Work well under pressure and use initiative to achieve deadlines
- Be a strong communicator and team worker
- Be reliable and punctual.

Job Responsibilities

Your duties would include the following:

- Washing up by hand and operating a dishwasher
- Cleaning of the kitchen and associated areas including removal of rubbish, sweeping and mopping floors.
- Be responsible for putting away deliveries, checking items against delivery notes and ensuring stock rotation
- Assisting with deliveries of catering supplies to areas of the school site
- On occasions assisting with food preparation primarily peeling and preparing vegetables and making sandwiches
- Attend training sessions as and when required
- Follow the company procedure in maintaining standards relating to food hygiene
- Comply with company standards on personal hygiene and appearance
- Comply with any reasonable requests from the Catering Manager, or their deputies
- It is the job holder's responsibility for promoting and safeguarding the welfare of children for who s/he is responsible, or with whom s/he comes into contact, to adhere to and ensure compliance with the School's Child Protection and Safeguarding Policy Statement at all times. If, in the course of carrying out the duties of the role, the job holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Designated Safeguarding Lead or Deputy Designated Safeguarding Lead.

Child Protection / Safeguarding

Amesbury is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our commitment is underpinned by robust processes and procedures that seek to maximize opportunity, minimize risk and continuously promote a culture of safeguarding amongst our workforce.

All successful applicants will be required to complete an enhanced DBS check which must be maintained throughout the period of employment.

Accountability

The Kitchen Porter reports to the Catering Manager.