



Ash Manor School

Aspire and Achieve



JOB DESCRIPTION

CONTRACTUAL DETAILS

Post Title:	Cleaner - Food Technology Dept.
Grade:	Surrey Salary Grade PS3
Line managed by:	Head of Design & Technology
Line management of:	N/A

ROLE PURPOSE

This is a draft job description and the areas of responsibility will be developed throughout the year to reflect the strengths of the post holder, their areas for development and aspirations.

- ❖ To support the teaching and learning within the Design & Technology Department, where much of student and staff activity is of a practical nature and utilises an array of equipment and prepared materials, by providing effective and efficient technical assistance.

CORE ACCOUNTABILITIES & ABILITY STATEMENTS

Learning and Teaching

- ❖ Ensuring the students' kitchen is kept clean and ready for practical use:
 - Supporting students in correct procedures for the clearing down of equipment and foodstuffs
 - Ensure all equipment is correctly and hygienically stored, in particular knives and valuable equipment
 - Supporting students with correct use of equipment
 - Clearing away of equipment after practical lessons
 - Responsible for the daily washing and maintenance of all housekeeping equipment i.e. tea towels, aprons, dish cloths etc.
 - Responsible for the correct storage/refrigeration of students' foodstuffs
 - Replenishing cleaning aids as and when necessary

General

- ❖ Ensure work areas are health and safety compliant at all times e.g. daily cleaning of sinks, collating an allergy register. All health and safety issues and concerns are to be brought to the attention of the HOD.
- ❖ Deep clean of all equipment and equipment cupboards within the students' kitchen on a termly basis
- ❖ Deep clean of ovens three times a year
- ❖ Deep clean of refrigerators on a half termly basis
- ❖ Regular organisation and maintenance of prep areas
- ❖ To support other areas of the department when required

Liaison

- ❖ Teachers
- ❖ Support Staff
- ❖ Students

Corporate & statutory initiatives

- ❖ Maintain an awareness of school, national and statutory policies and requirements and apply these in the workplace
- ❖ Attend training as required

Whilst every effort has been made to explain the main duties and accountabilities of the post, each individual task undertaken may not be identified.

This Job Description is current at the date shown but following consultation with you, may be changed by Leadership to reflect or anticipate changes in the Job which are commensurate with the salary and Job Title.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The post holder will be subject to enhanced Disclosure and Barring Service (DBS) checks prior to commencing employment.