

Glebe School

An ambitious, inspirational trust, providing outstanding learning and support

JOB DESCRIPTION

Food Technology Technician

General duties and responsibilities	<ul style="list-style-type: none">• Monitor the condition and supply of ingredients & equipment, ensuring resources are in safe working order and comply with health and safety standards, informing the Head of Department of any missing or damaged items• Responsible for the counting out/in of all sharps in every lesson• Support the ordering of ingredients and resources• Maintain a tidy, safe, and well-organised environment in storeroom, kitchen and preparation areas• Prepare for food practicals, setting up ingredients and equipment in advance of lessons, based on teacher instructions and curriculum needs• Help create and maintain an organised and engaging kitchen and classroom environment that supports pupil learning• Support teaching staff with evidence of learning (e.g. photographic) and the display and organisation of pupil work within the department• Use agreed strategies, in liaison with teachers, to support pupils in achieving their learning objectives• Support teaching staff with classroom management, including addressing behavioural issues and reporting concerns as necessary• Supervise pupils during practical sessions, ensuring their safety at all times and encouraging them to engage fully and independently in classroom activities• Establish positive working relationships with pupils, acting as a supportive and professional role model and reporting progress or concerns to teaching staff as appropriate
Other specific duties	<ul style="list-style-type: none">• Play a full part in the life of the school community, to support its distinctive visions and values and to encourage staff and pupils to follow this example• Be aware of and comply with school policies and procedures relating to safeguarding, health & safety, security, confidentiality and data protection• Report pastoral and safeguarding concerns/ incidents to DSL and record all information on CPOMS• Adhere to the Staff Code of Conduct, and other policies relating to staff• Demonstrate a record of excellent attendance and punctuality• Be aware of in-school procedures and confidential issues and to keep confidences appropriately• Maintain effective communication with all staff members• Demonstrate suitability to work with children• Be aware of and support diversity and ensure all pupils have equal access to opportunities to learn and develop.

	<ul style="list-style-type: none"> • Support the delivery of whole-school initiatives including literacy, numeracy, and intervention programmes as required. • Accompany pupils and staff on educational visits, taking responsibility for pupil safety within an allocated group. • Appreciate and support the work of other professionals • Participate in training and other learning activities and performance development as required • Participate in the school's performance appraisal/ performance related pay/performance development scheme in order to develop and enhance personal and service performance • Any other duties as reasonably requested by the Headteacher • Satisfactory references and an enhanced DBS are required
Safeguarding	<p><i>Glebe School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo a child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. This role is exempt from the Rehabilitation of Offenders Act.</i></p>