**A picture containing diagram

Description automatically generated Grange Primary School**

***Headteacher: Ms C Taylor, Mr J Thackway School Business Manager: Mrs P Pitchford***

***Grange Avenue, PRESTON PR2 6PS Tel: 01772 792573 Email:*** [***office@grange.lancs.sch.uk***](mailto:office@grange.lancs.sch.uk)

**JOB VACANCY: CATERING ASSISTANT**

**Grade 2 Annual Salary £24, 310 (pro rata) £12.60 per hour**

**Permanent Variable Contract: 25 hours per week , term time only**

A vacancy has arisen due to a longstanding member of staff resigning. At Grange, we run our own successful kitchen and we aim to support our children and families in the local community. This may be through subsidised meals or family cooking sessions as well as the usual breakfast club, break time and lunch provision.

You will be part of a hardworking and friendly team, led by our Catering Manager and School Business Manager. You will assist with the preparation, delivery and serving of food and drink. This may include the preparation of ingredients, the laying of tables, the setting-up and clearance of service and dining areas, general cleaning and washing-up duties and the storage of deliveries.

You will have an interest in catering in a fast-paced environment and hold relevant catering qualifications (or be willing and able to study for them).

For further information on the position please see the job description and person specification.  
  
**Closing date: Wednesday 17th September  
  
Proposed interview date: Tuesday 23rd September - individual interview times to be confirmed.**  
  
Please return completed application forms to recruitment@grange.lancs.sch.uk  
  
Please note that in line with Keeping Children Safe in Education 2025, an online search will be carried out as part of our due diligence on shortlisted candidates.  
  
**Desirable Experience**

* Working with children
* Provide interesting and healthy menus
* Serving and controlling meal portions
* Working well under pressure
* Communicating well as part of a team

**For an informal discussion please contact:**

Mrs T Pitchford

**Equal Opportunities statement**

An Equal Opportunities Employer welcoming applications from all sections of the community

**Rehabilitation**

Rehabilitation The post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). If successful you will be required to apply to the Disclosure and Barring Service (DBS) for a 'disclosure'. Information provided by you or the Disclosure and Barring Service will be dealt with in a confidential manner in accordance with the DBS's Code of Practice. You may view the Code of Practice on the DBS website at www.gov.uk/dbs or alternatively a copy is available on request. Lancashire County Council has a Handling of DBS Certificate Information Policy and a Policy Statement on the Recruitment of Ex-offenders this is available from the recruiting manager to applicants who are asked to complete a DBS application.

The County Council is committed to equality of opportunity for all people in terms of recruitment, selection and employment, and is a Disability Confident employer, which means that all disabled applicants who meet the essential criteria in the person specification will be interviewed. However, commitment to this standard is on an individual school basis and, therefore, if you are applying for a position within a school, you will need to check with the school whether they have made the decision to comply with this standard.

Lancashire County Council

Please note that we can only consider applications from candidates who are legally entitled to work in the UK.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.