

Name of Company	NORTH STAR NURSERY LTD
Address Line 1	POLARIS HOUSE
Address Line 2	NORTH STAR AVE
Town	SWINDON
Postcode	SN2 1FL
Employer Telephone Number	01793 411994
Childcare setting website	www.northstarnursery.co.uk
Type of Business	Full day care and holiday club
Number of Employees	22
Disability symbol user	no
Contact details of the person handling this application within the business	
Title	Ms
First Name	Julie
Last Name	Jones
Position	Nursery Manager
Email Address	info@northstarnursery.co.uk
About the Vacancy	
Job Title	Nursery Chef/cook
Number Required	1
Wage Details	TBC with successful candidate, with regard to qualification, experience and age NMW or NLW as minimum starting rate (pay increase following successful completion of probation period)
Actual days and hours to be worked	Daily 9am till 4.30pm with 1-hour unpaid break (32.5 hours per week, 52 weeks per year. 22 days annual leave (pro rata) plus bank holidays and privilege days.
Duration	Permanent
About the job	<p>Must have relevant experience of catering in quantity</p> <p>1: City and Guilds Catering</p> <p>or</p> <p>2: NVQ II Food Preparations</p> <p>In addition, the candidate must hold a level 2 Food Safety Certificate as minimum and be willing to work towards a level 3 food safety qualification. If this certificate has lapsed, it is expected to be completed within one month of conditional offer. Expected to have or work towards an Allergen awareness course.</p>

Minimum of two years' experience in catering, with Maths and English grade C O level, 1 CSE, 4 GCSE.

Must have a clear DBS (Disclosure & Barring Service) for this post. (A DBS check will be undertaken prior to appointment)

Have or be willing to work towards a recognised First Aid Qualification
Additional Health and Safety and Child Protection Training will be available in-house.

Duties and Responsibilities:

Environment

- ✘ Responsible for health and safety in the kitchen at all times.
- ✘ To implement and carry out rules and regulations within the workplace.
- ✘ To wear dress code/uniform appropriate to profession. (i.e., whites, headgear etc.). No nail varnish or false nails, hair tied up.
- ✘ Responsible for the cleanliness/maintenance and upkeep of equipment.
- ✘ Be pro-active in ensuring the safeguarding of children and promoting their welfare.

Meals

- ✘ Prepare, provide and deliver meals to rooms as necessary. (On trays under 2's unit or trolley over 2's unit and collect when meal completed.
- ✘ Ensure that the preparation of food complies consistently with high standards of hygiene and health and safety.
- ✘ Quantity of meals to be provided are three meals each day, snack, two-course lunch and high tea for a maximum of 40 children. Term time, plus during school holidays those meals requested for Holiday Club children.
- ✘ In addition to the main menu, provide suitable substitutes for varying dietary requirements as requested by nursery practitioners, medical professionals, and the children's family.
- ✘ To present food in an attractive manner and contribute to healthy eating policy.
- ✘ Responsible for the food preparation/cooking and cleaning as you go.
- ✘ Be creative with the menus to allow for seasonal produce and special offers, catering for special events and festivals, within the restraints of the budget and to reflect the diversity of the children, their families and staff culture. E.g., Hannukah, Holi, Christmas
- ✘ Support nursery practitioners in cooking activities with children.

Documentation.

- ✘ Review menus annually, in accordance with North Star Nursery's food policy, EYFS guidance and National Strategies for Healthy Eating and tackling obesity.
- ✘ Ordering and purchase of food and stock control/rotating supplies/use by dates.
- ✘ To liaise with Nursery Manager and to order/buy within strict budget allowance.
- ✘ Responsible for keeping records such as cleaning schedule and evaluating policies such as Food Policy
- ✘ To devise and monitor procedures for food requests (i.e., vegetarian, allergies, numbers to cater for)
- ✘ Order and maintain the data for milk orders and deliveries.
- ✘ Oder and maintain stock of consumables (e.g., paper towels, cleaning materials)
- ✘ Maintain stock of "Messy play" resources (e.g., flour, cereals, shaving foam).

full job description available on request

Safer Recruitment Statement

North Star Nursery Ltd is committed to supporting the wellbeing and safeguarding of all children and young people in their care and expects all employees to have high regard for this throughout their working practice and personal ethos.

	<p>This post requires a Clear Enhanced DBS and suitable references prior to starting. Background checks and an enhanced DBS will be required.</p> <p>This post is exempt from the Rehabilitation of Offenders Act 1974.</p>
How does the employer wish people to request an application form?	<ul style="list-style-type: none">• E-mail the employer for application form- C.V's are not accepted• Visit website
Closing date for applications	16 th August 2021 for early September 2021 start.