



King's High School



THE SUNDAY TIMES
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THE YEAR 2020
WEST MIDLANDS

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King's High
School

Information for Applicants

Food Technician
April 2022

A Message from the Head



I am delighted that you are taking the time to find out more about joining King's High – a remarkable school and a very special community.

I hope that this brochure conveys a sense of the inspiring and dynamic culture at our school and across our Foundation.

King's High is a very special community, where we strive for excellence and to make a difference in our world. Our community strength lies in our relationships – between staff, pupils, parents, across our Foundation family of schools, our alumnae and partnerships with our local community.

King's High is an exceptionally vibrant environment in which to work with a forward-looking, innovative ethos. Our expert staff show exceptional commitment to our students both in the classroom and in their wider endeavours.

I very much hope that you will be inspired by what you discover about us and that you will wish to be a part of this exciting community; I look forward to receiving your application.

Dr Burley
Head Master



The School

Founded in 1879, King's High School provides independent, single sex, day education for approximately 780 girls aged 11 to 18. The school is renowned for its friendly and welcoming atmosphere and its strong reputation as a centre for educational innovation. It is founded on a distinguished academic tradition tailored to the individual needs of our students. We pride ourselves on the outstanding academic performance and broader creative and co-curricular passions of our pupils.

We value friendship, social responsibility, intellectual curiosity and creative thinking. Students are encouraged to follow their interests and excel in subjects they enjoy. Our aim is for our pupils to grow into happy, confident and compassionate young women with the ability to reason, analyse, learn independently and exercise strong judgement and leadership.

As we celebrated our 140th Year, the school moved into its stunning new home on the Foundation campus in September 2019, joining Warwick School and Warwick Preparatory School.

King's High School has recently been crowned Senior School of the Year at the Independent Schools Association (ISA) Awards 2021-2022. The School also won the Excellence and Innovation in Performing Arts Award and was Highly Commended for Sport and Fine Arts.

We are proud to be a Tatler School and were named a 'School of the Future' in the Tatler Schools Guide 2022.

School Sport Magazine recently ranked King's High amongst the very top UK Independent Girls' Sporting Schools in the UK.

www.kingshighwarwick.co.uk



Warwick Independent Schools Foundation comprises two schools: King's High with Warwick Preparatory School, and Warwick School. The Foundation is unique in the Midlands, offering co-education for our pupils aged 3 to 7, and single-sex education from age 7 onwards. This offers the best of both worlds for our pupils: teaching specifically tailored to their needs with extensive opportunities to collaborate outside the classroom.

The Role

The role of Food Technician at King's High is vital for the successful and efficient delivery of the Food Preparation and Nutrition curriculum throughout the school.

We are looking to appoint a positive, reliable and knowledgeable individual who can support the staff and students in the department with their practical work, whilst being a strong team player within a very successful academic department.

The successful candidate will be friendly, positive, articulate, and well-organised, capable of working to deadlines and multi-tasking effectively. They will need an excellent awareness of the health and safety regulations and implications of the work of a busy Food Department.

The role is 8 hours a week term-time only, likely to be Monday and Friday.

Discipline, Health and Safety

Maintaining good order and discipline among the pupils and safeguarding their health and safety in the Food Department and on the School premises

Meetings

Participating, as required, in meetings at the school that relate to the curriculum or the administration or organisation of the Food Department.

Job Description

1. Support students in practical lessons
2. Take photographs of food produced and maintain an accurate record of progress and achievements for the department
3. Ensure the room is tidy at the end of practical lessons in preparation for the next lesson. Put washing in the machine and wet washing in the tumble drier.
4. Set up demonstration lessons
5. Order materials for the Food Department
6. Check stock regularly and ensure ingredients are in date and order accordingly
7. Support teachers with displays
8. Keep store cupboard tidy and well organised
9. Performs various administrative duties within the Food Department.
10. Safeguarding:
 - a. To adhere to the School Policy on safeguarding and undertake training as required;
 - b. To ensure the safeguarding and well-being of children and young people at the school, in accordance with School policies



Further Details

The Employer is the Warwick Independent Schools Foundation.

Salary

This is a part time position of 8 hours per week. Salary is pro rata of Point 11 with an actual salary of £3,284, term time only plus inset days.

Staff Benefits

- Complimentary lunch and refreshments
- Free parking
- Use of the Sports Complex
- A strong, supportive staff community

Pension

The Foundation operates the NEST pension scheme

Child Protection

The School's Child Protection Policy is included in this pack. An interview will include questions about safeguarding children. The appointment will depend on satisfactory DBS clearance.

The Warwick Independent Schools Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any concerns should be reported in accordance with the Foundation's Child Protection policy.

Safeguarding

All staff are required to:

1. Adhere to the School Policy on safeguarding and undertake training as required;
2. Ensure the safeguarding and well-being of children and young people at the school, in accordance with School policies.

Appointment Method

Interview and workshop session

Appointment Timetable

11 March (12 noon)

Deadline for submission of applications (on the standard application form)

ASAP thereafter

Notification of outcome to short-listed candidates

The Application Form

This must be completed in full before the application can be considered. Any discrepancies or anomalies in the information provided or issues arising from references will be discussed at the interview.

If you have any queries about the completion of the form, please contact Mrs Sarah Norton (Head's PA) s.norton@kingshighwarwick.co.uk

Enclosures

- Application Form
- Job Description
- Equal Opportunities Policy
- King's High School Child Protection Policy
- Recruitment of Ex-Offenders Statement

Person Specification

	Essential	Desirable	Method of assessment
Qualifications	<ul style="list-style-type: none"> Numerate A good standard of English 	<ul style="list-style-type: none"> Further or Higher education qualifications in a cooking or Food 	<p>Contents of the Application Form</p> <p>Copies of qualifications</p>
Experience	<ul style="list-style-type: none"> An understanding and appreciation of the health and safety implications of a busy Food Department Experience with preparing ingredients 	<ul style="list-style-type: none"> Technical experience of a food department Previous experience of working with students of this age 	<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
Skills	<ul style="list-style-type: none"> Ability to manage and maintain an accurate stock record Ability to work as an individual and as part of a team Ability to make decisions, acting on own initiative, dealing with problems as they arise Well organised and able to manage one's time efficiently Ability to deal with staff, students, visitors and the general public with good communication skills and a professional manner Ability to communicate clearly and positively with young people 		<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
Knowledge	<ul style="list-style-type: none"> Confident efficient use of ingredients Proficiency in basic ICT e.g. Microsoft Office 	<ul style="list-style-type: none"> An up-to-date awareness of Health and Safety issues Making solutions of a specified concentration 	<p>Contents of the Application Form</p> <p>Interview</p>
Personal competencies and qualities	<p>A wholly professional attitude to include:</p> <ul style="list-style-type: none"> An enthusiasm for science education for young people Commitment to high standards Support for school aims and policies especially in areas of health and safety and child 	<ul style="list-style-type: none"> A willingness to contribute to co-curricular activities, school life and events 	<p>Contents of the application form</p> <p>Interview</p>

	<p>protection</p> <ul style="list-style-type: none"> • Ability to prioritise • Tact, discretion and loyalty • Friendly and helpful manner • Reliability and punctuality • Commitment to own professional development • Ability to be positive and enthusiastic • Ability to cope with pressure/workload • Vision/imagination • Initiative • Confidence • Dependability • Proficiency in ICT • Soundness of Judgement • Time management, • Ability to make decisions • Ability to prioritise • Ability to organise self • Ability to listen • Ability to work in a team 		Professional references
Safeguarding Children, Young People and Vulnerable Adults	<ul style="list-style-type: none"> • A commitment to the safeguarding and well-being of children and young people at the school, in accordance with school's policies • A willingness to adhere to the school's policy on safeguarding and to undertake training as required 		Contents of the Application Form Interview Professional references Successful DBS Clearance
Equal Opportunities	<ul style="list-style-type: none"> • Understanding of the requirements of Equality and Diversity 		



King's High School
Warwick Preparatory School

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