



L.E.A.D. Academy Trust

Lead • Empower • Achieve • Drive



# School Catering Manager

L.E.A.D. Academy Trust consists of 26 academies across Nottingham, Sheffield, Derby, Lincoln and Leicester and is recognised by Ofsted as a leading academy sponsor. Our academies are encouraged to lead and manage in a way that preserves their individual identity and responds to the specific needs of their young people and community.

This role represents an exciting opportunity to be part of something special, developing and supporting our Trust in improving education outcomes for children and young people. In the attached candidate pack you will find further information about the role and its responsibilities.

## Birley Primary Academy

Birley Primary Academy is a happy and positive educational setting where diversity is truly celebrated. We have a team of talented, hard-working and committed staff, who are dedicated to doing the very best for all children.

Good practical skills are essential for this hands on role. You will need to be a great cook, determined, energetic with great organisational skills, used to cooking for large numbers, and ideally have a school catering background with an understanding of portion control, budgets and ordering.

### Job details:

Contract type: Term Time + 3 days

Salary payscale and range:

Working hours: 37 hours a week-Typical working pattern  
7am-2.15pm/2.30pm

Location: Birley Primary Academy

### Benefits of working at L.E.A.D.

Competitive salary

Generous pension scheme

Continuing professional development

Access to physio services, occupational health and  
eyecare schemes

Employee assistance programme including free,  
confidential counselling services

Please see our Trust [website](#) for more information

### Completed application forms should be returned to:

carolinebennett@birleyprimaryacademy.co.uk

### Overview of key duties:

- Manage and lead the day to day running of the catering department
- To be responsible for the preparation and presentation of all food to the required standard
- To uphold a high standard of food hygiene, safety and cleanliness
- Line Management and supervision of other kitchen staff
- To maintain the standard of cleanliness for both premises and equipment
- To help raise the profile of nutritious school food with the pupils & staff

### Candidate requirements:

- GCSE or equivalent in English & Maths
- Current Basic Food Hygiene L2 or above (additional relevant catering qualifications desirable)
- Experience of working within a catering environment (ideally within education), managing a team, understanding of portion control, budgets & ordering.

**Closing date:** Monday 4<sup>th</sup> March 2024

**Interview date:** w/c 1<sup>st</sup> March 2024

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is subject to a Disclosure and Barring Service check.

Contact me for an informal talk about the role or to arrange a tour of the school.



Caroline Bennett, Office Manager



0114 239 9002



carolinebennett@birleyprimaryacademy.co.uk