

Job Title:

Nursery Cook

Accountable to:

Deputy Manager
Nursery Manager
Directors

Responsibility:

You will be responsible for the management of any temporary or permanent staff employed as kitchen assistants.

Job Purpose:

To be responsible for the organisation and management of the kitchen and serving area and to prepare healthy meals and snacks for children in the nursery, in accordance with nutritional guidelines appropriate for children under the age of eleven.

To work as part of a team of staff dedicated to quality caring for children with respect to their social, physical, intellectual, creative and emotional needs in accordance with the Child Care Act 2006, Sunny Day Nurseries policies and other relevant legislation.

To promote Sunny Day Nurseries to parents, potential parents, the community and to allied professionals.

To actively promote equal opportunities for all children, their families and staff, with due respect and consideration for gender, race, language, disability, age religion, culture, sexuality and class.

Duties:

1. Cook good, wholesome meals and snacks for children up to five years. In addition, there may be preparation of snacks for Play Club children (5-11 years).
2. Maintain the kitchen and dining area to a high standard which is recommended by Health and Safety guidelines.
3. To minimise fire risks and ensure fire equipment is well maintained.
4. Familiarisation with Basic Food & Hygiene guidelines. Undertake all food safety monitoring procedures. An excellent standard of hygiene and cleanliness is required at all times.
5. Design and work to menus for young children to provide a varied and nutritional diet. Individual dietary requirements and allergies must be taken into account.
6. To manage the ordering of food from local suppliers taking account of quality, seasonality and affordability, and complete appropriate records.
7. To ensure all equipment is in good working order and to complete daily and weekly cleaning records.
8. Clean kitchen and dining area thoroughly, empty bins and tidy up before the end of each shift.
9. Be conversant with and adhere to Sunny Day Nurseries policy and procedures. Remain aware that the child's welfare is paramount.
10. Communicate well with children and other members of staff. Must work well as part of the team.
11. You may be required, on occasions, to help children during a cookery activity – with other members of staff.
12. To maintain up-to-date food hygiene qualifications and assist in the training of staff in the safe handling and storage of food.

13. Participate in the nursery's performance management review process and access any necessary training or professional development.
14. Participate in personal supervision with the Nursery Manager or with a Director.
15. Treat all staff, children and parents with courtesy and kindness at all times.
16. Undertake any other duties as and when required by the Nursery Manager and Directors.

Salary Range & Conditions:

Nursery Cook (minimum L2 catering qualification with 1-year post-qualifying experience) £12.41-14.00ph

ADDITIONAL STAFF BENEFITS

- Regular working hours - *individually negotiated*
- Paid break during day
- 28 days plus half a day per year worked
 - holiday per year, including Bank Holidays,
 - rises each full year at April up to 30 days
- Full induction training
- A commitment to fully funded CPD - incl. Food Hygiene, First Aid, Health & Safety, Child Protection, Equal Opportunities, etc, - *all provided free of charge for all staff*
- Full/Part Funded Qualifications by agreement with real opportunities for career progression
- DBS checks paid by Sunny Days
- Length of Service Rewards
- Auto-enrolment Pension Scheme
- Hot staff lunch provided when on duty
- 50% childcare discount
- Free Flu Jab
- Uniform – polo, fleece & jacket - *all provided free of charge for all staff*
- Sick Pay Scheme – *eligible after one years' service*
- 'Refer a New Recruit' Scheme