

Job Description

Job Title Food Technology Teaching Assistant

Responsible to Head Teacher (Primary)

Reports to Achievement and Progress Leader

Job Purpose Teaching assistants will be engaged in a very wide range of tasks, which although they can be categorised and detailed as follows, the list is not exhaustive and from time to time the Head Teacher may require other duties to be undertaken. The list may require to be amended and updated according to the needs of the school.

Points of Responsibility Not Applicable

Main duties and responsibilities

- To manage the day to day running of the Food Technology Kitchen.
- To plan and deliver appropriate lessons to groups of children.
- To supervise pupils in their use of the kitchen.
- To support the children in their use of equipment, while aiming for independence as far as age permits.
- To establish good relationships with children.
- To help children understand instructions, through repetition, rephrasing and modelling.
- To place orders in good time so that all resources are available for teaching sessions.
- To select, acquire, organise, promote and maintain resources to cover the age, ability and curriculum range of the school.
- To liaise with APLs to ensure that teaching with Food Technology links, where possible, to teaching in classrooms.
- To manage the Food Technology budget.
- To keep the kitchen tidy and materials in correct order.
- To create displays relating to food and healthy recipes.
- To maintain the kitchen as a professional work space, ensuring that materials are maintained ready for teaching.

- To promote hygiene within the kitchen area, supporting children when necessary.
- To promote a healthy lifestyle through explicit teaching and the choice of teaching materials.
- To maintain a high level of professional competence and awareness of current trends by undertaking school based INSET and professional development.
- To uphold school policies, especially as regards behaviour.
- To contribute to assessment of children across the curriculum, liaising with class teachers or other members of staff as appropriate.

A full time teaching assistant will be required to work 40 hours a week. They may be expected to attend staff meetings and will be expected to attend INSET. They may also be required to be in school for the week after the end of the school term in summer and the week before the beginning of the autumn term.

Any review as part of a Performance Management Review will be done against this job description.

This job description is subject to review and amendment by the Principal in the light of changing needs of the school, to provide appropriate development opportunities and/or the addition of any other reasonable duties.

Last Reviewed / Updated: 30th April 2020