

Sous Chef



Post Title:	Sous Chef
Salary:	Scale E - Points 7 to 11 - £27,274.00 - 29,071.00 F.T.E - actual term time only salary: £21,506.00 (min) - £22,946.00 (max) <i>(depending on experience)</i>
Hours:	35 hrs per week - Monday to Friday (38 weeks per year term time to include some mandatory INSET training days) - from 6:30 to 14:00 with a 30 minute break.
Contract:	Fixed term to 31/08/2027 (with the possibility of becoming permanent for the right candidate) to start as soon as possible, once all pre-employment checks are complete.
Closing:	Thursday 5 th November at 9am ** We reserve the right to close this advert early if a high volume of suitable applications is received. We do encourage early submission.
Interview:	Monday 9 th / Tuesday 10 th November
Organisation:	Sherwell Valley Primary School / Torbay Council

Are you a reliable, skilled, and enthusiastic chef looking to lead, nourish, and support young learners in a warm, friendly school environment? Do you take pride in preparing fresh, delicious, and balanced meals, while helping to create a welcoming dining experience where pupils can thrive? If you possess strong culinary skills, excellent food safety knowledge, and a passion for teamwork, we would love to hear from you.

The successful candidate will be expected to undertake essential role-specific training, including First Aid, Advanced Food Hygiene, and Allergen Management.

At Sherwell Valley Primary School, we believe that healthy, nutritious food is essential to every child's growth, wellbeing, and ability to learn. We are seeking a dedicated and energetic Sous Chef to step into a key leadership role within our busy, supportive kitchen team.

This is an exciting opportunity to become a valued member of our school community. As Sous Chef, you will:

- Drive Culinary Quality & Meal Service: Assist the Cook in Charge with menu planning, food preparation, and high-quality cooking, ensuring all meals comply strictly with DfE School Food Standards and food hygiene guidelines.
- Lead Kitchen Hygiene & Safety: Maintain exceptional standards of cleanliness across all kitchen, equipment, and dining spaces in line with strict Food Safety, HACCP, COSHH, and Health & Safety regulations.
- Manage Allergens & Special Dietary Needs: Accurately prepare and oversee special dietary requirements, meticulously following allergen tracking procedures to ensure every child with dietary restrictions or food allergies is safely catered for.
- Support Team Leadership & Operations: Deputise for the Cook in Charge when required, assisting in stock control, kitchen organisation, and guiding team members to ensure prompt, smooth, and efficient service.
- Create a Positive Dining Experience: Serve pupils with a warm, encouraging attitude—fostering a welcoming mealtime atmosphere where children are supported to make healthy choices and enjoy dining as a social experience.
- Champion Safeguarding & Child Protection: Adhere rigorously to school policies on child protection and safeguarding, maintaining a safe, inclusive, and supportive environment for all children.

Safeguarding Statement

This post involves working in Regulated Activity. Sherwell Valley Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

In accordance with Keeping Children Safe in Education (KCSIE), all shortlisted candidates will be subject to child protection screening appropriate to the post. This includes checks with past employers, online/social media checks, and an enhanced Disclosure and Barring Service (DBS) check (including a Barred List check).



Shaping futures in Torbay

At Sherwell Valley Primary School, we believe in the potential of all children and go above and beyond to provide them with the support they need to thrive. Sherwell Valley is a great place to work, with wide opportunities and excellent support.

Visits are warmly welcomed. Please call the office or email to arrange a convenient date and time

01803613296
recruitment@svps1.com



As soon as possible (once all pre-employment checks have come back satisfactory)

Sherwell Valley Primary School,
Hawkins Avenue, Chelston,
Torquay, TQ2 6ES

Core Values in Our Primary School Environment: Sous Chef



At Sherwell Valley Primary School, we believe in fostering a nurturing and supportive environment where every child can thrive. As a Sous Chef you will play a vital role in upholding our core values, influencing the youngest members of our school community during mealtimes and beyond.

Respect

You will consistently demonstrate respectful interactions with all children and team members, regardless of individual needs, backgrounds, or differences. This means actively listening to pupils, valuing their choices, and communicating with them in a kind, encouraging, and age-appropriate manner. As Sous Chef, you will lead by example to create a dining environment where every child feels valued, comfortable, and confident, ensuring their dietary requirements, cultural preferences, and food allergies are managed with care, precision, and complete understanding.

Resilience

You will support children to develop resilience during mealtimes by encouraging them to try new, nutritious foods and adapt positively to dining room routines. You will help cultivate a safe, reassuring atmosphere where pupils feel comfortable exploring balanced menu options and asking for assistance when needed. This includes guiding younger pupils through new lunchtime experiences, such as using cutlery correctly or managing portion sizes, while maintaining personal composure, adaptability, and leadership during busy service periods.

Aspiration

You will focus on what young children can achieve during mealtimes and celebrate their progress to build confidence and social skills. Working closely with the Cook in Charge, you will help inspire healthy eating habits across the school, helping pupils understand the connection between good nutrition, wellbeing, and learning. Whether showcasing fresh, high-quality ingredients, acknowledging a child's effort in trying a new vegetable, or encouraging independent table manners, your enthusiasm will help drive positive attitudes towards food.

Collaboration

You will work collaboratively with the Cook in Charge, kitchen assistants, lunchtime supervisors, teaching staff, and the SENDCo to ensure a seamless, enjoyable dining experience for all children. As a key member of the kitchen leadership team, you will foster effective communication across service, share important insights regarding children's dietary needs or eating habits, and contribute actively to a consistent, whole-school approach to pupil health and wellbeing.

Responsibility

You will encourage children to develop age-appropriate responsibility during lunchtime, promoting good table manners, care for the dining space, and an understanding of healthy food choices. As Sous Chef, you will hold high standards of professional responsibility, assisting in stock control and kitchen organisation, enforcing positive behaviour expectations, and maintaining strict adherence to Food Safety, HACCP, COSHH, DfE School Food Standards, and Safeguarding regulations to keep all children safe.



Why Sherwell Valley Primary School?

A Supportive Community: At Sherwell Valley, we pride ourselves on our supportive culture. You will be a valued member of our team, where your contributions are recognised and celebrated.

Collaborative Teams: You will work within a school team, supported by experienced and confident leaders, fostering a collaborative and enriching working environment.

Opportunities for Growth: We believe in the growth of our staff as much as our children. With wide opportunities for professional development, you'll find room to expand your skills and knowledge in a nurturing environment.

A Vibrant Learning Environment: Our school is a lively, engaging and positive place for both children and staff. We strive to make our school the best imaginable, where creativity, innovation and dedication are at the heart of all we do.

We can offer you an amazing place to work and some great benefits, including:

- Competitive pay and opportunities to develop your skills.
- Pension scheme.
- Vivup - our benefits scheme which provides a range of great savings and perks for staff.
- Torbay Council Car Parks - Staff Parking Rates.
- On-site parking and well equipped school workplace.
- Opportunities to access quality CPD, to ensure professional success and personal satisfaction.
- A team of dedicated staff who are passionate about supporting teaching and learning to provide the best start to all children's education and well-being that attend our school
- A culture of trust which is fair, developmental and supportive of staff and children.
- A strong and achievable school vision and values that are embedded in our school.
- Supportive team.
- Leadership experience.



Job description: Sous Chef

At Sherwell Valley Primary, we are committed to building a diverse and inclusive workforce. We encourage applications from all suitable candidates who share our passion for supporting children and their families.

Salary: Scale E - Points 7 to 11 - £27,274.00 - 29,071.00 F.T.E
Actual term time only salary: £21,506.00 (min) - £22,946.00 (max) - depending on experience

Hours: 35 hours per week

Contract: Permanent

Reporting to: Catering Manager & Head Teacher

Purpose of the post:

- To motivate and lead a team to serve fresh, interesting and nutritious school meals.
- within budget and which meet Government and the Schools standards at all times.
- To assist in developing a food and cookery curriculum for the school, working on highly aspirational food related projects for the school.
- To maintain high standards of cleanliness and hygiene in the kitchen area.
- Day to day supervision of the kitchen team.

Main duties and responsibilities:

- Prepare fresh fish, fresh meat, bake fresh breads and pastries.
- Prepare meals in accordance with an agreed seasonal 3-week menu cycle and change.
- Prepare menu in accordance with the school food standards allowing for allergen issues.
- Ensure full adherence to recipes, food presentation standards and portion control.
- Have a working knowledge of multiple cooking methods and an understanding of correct cooking procedures such as blanching, and refreshing, searing, grilling and steaming
- Undertake weekly menu planning ensuring that there is variety in the chosen meals and portion control.
- Prepare meals to meet specific dietary and cultural requirements.
- Ensure freezer and fridge temperatures logs are maintained on a daily basis.
- Be responsible for monitoring of food hygiene and safety measures.
- Check supplier delivery notes against orders and report discrepancies. Undertake stock taking monthly maintaining food stock levels and checking of dates.
- Order groceries monthly and other supplies according to the menu.
- Maintain a weekly and monthly cleaning regime for all the kitchen equipment.
- Take part in meetings and training organised in the unit.
- Check and monitor stock in the unit kitchenette and report excess food items.
- Work as part of a team and contribute to the work of the unit.

This is a description of the main duties and responsibilities of the post at the date of production. The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as may be necessary from time to time.

General requirements

- Take part in the school's performance management system.
- Attend governing body meetings on a regular basis.
- Enhanced DBS Check.
- Strong commitment to furthering equalities in both service delivery and employment practice.
- You must promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with.



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WE SET
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Safeguarding and Well-being

- Follow all statutory safeguarding policies and adhere to the school's child protection and health & safety procedures.
- Work closely with the Designated Safeguarding Lead (DSL) to ensure the best interests of all pupils.
- Actively promote and uphold a culture of safeguarding, reporting concerns and taking appropriate action when necessary.

Additional Information

The job description outlines the core duties and responsibilities of the role. However, the post holder may be required to undertake additional tasks that align with the nature and level of the role to support the evolving needs of the school.

We look forward to welcoming a compassionate and dedicated individual to our team, someone who is committed to making a real difference in the lives of our pupils.

About the Selection Process

Those candidates whose applications we are pursuing will be contacted shortly after the closing date and invited to interview. At this stage we will take up references unless the candidate explicitly asks us not to contact a referee at this stage.

This post falls into the category of Regulated Activity. Sherwell Valley Primary School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service and a basic full name search on Google.

An enhanced DBS check is required for this post.



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Person Specification - Sous Chef

We are looking for a skilled, motivated and enthusiastic Sous Chef to join our school catering team. The successful candidate will help provide high-quality, nutritious meals for our pupils and support the smooth running of the kitchen.

Qualifications

1. Level 2 certificate in food Hygiene.
2. NVQ in food preparation and cooking.

Experience

3. Experience of catering.
4. Previously managed, assisted or deputised own unit.
5. Experience of leading a team and training them in basic kitchen skills.

Knowledge

6. Good foundation and higher-level knowledge of food preparation methods including: balancing meals, portioning, stock rotation and ordering.
7. Strong knowledge of baking.
8. Ability to cook to a high standard across multiple disciplines.
9. Interest in cuisine and furthering knowledge of food.

Skills

10. Ability to read and implement instructions, such as Health & Safety and Food Hygiene regulations.
11. Ability to create and help implement interesting and healthy menus.
12. Able to use and clean machinery and light equipment.
13. Demonstrate a willingness and enthusiasm for training and progression.
14. Able to encourage children to select a balanced meal.
15. Able to communicate with all kitchen, school staff and pupils.
16. Able to train staff in basic kitchen skills.
17. Able to plan and run cooking classes and impart knowledge and skills.
18. Able to work on own and within a team.
19. Able to help lead and motivate staff.
20. Display a commitment to the Council's equalities policies.
21. Display and maintain a high standard of personal hygiene.
22. Work effectively in a busy and hectic environment.



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