



Food Technician Application Pack

Dear Colleague

Welcome to Kingsway Park High School and thank you for your interest in us.

Kingsway Park High School is proud to be a vibrant, inclusive and diverse school with approximately 1350 students, 47 different nationalities and 25 spoken languages. We have state-of-the-art facilities, and we provide an individualised and unique curriculum offer for all students regardless of their starting point, gender, ethnicity, faith or need.

We care for, nurture and develop the whole child while improving aspirations, learning and achievement for all. In addition to ensuring each student's academic potential, we also prepare them to be socially responsible citizens who can flourish in society and give back to their local community. We seek to remove any barriers of inequity, which prevent equality of opportunity so that all students can aspire and be inspired to realise their dreams.

Our school has a strong sense of community, purpose and belonging. We value our students and recognise that success looks and feels different for each one of them. However, what is consistent is our team of passionate, enthusiastic and committed staff who work relentlessly in the pursuit of excellence for the students and community we serve.

We have a strong commitment and belief in developing staff at all levels. We seek to recruit and retain colleagues whose drivers match our school ethos and are committed to their own professional development. Successful candidates will receive a high-quality induction, appraisal, continuous development programmes (including nationally recognised leadership qualifications), and opportunities to contribute to whole school impact projects throughout their Kingsway careers.

I hope you find this application pack helpful in making your decision to apply for this exciting career opportunity. If you have any questions for us, do get in touch, we are always here to help.

I would like to thank you for your application, investment of time and - whatever the outcome - I wish you well in the future.

Yours sincerely



Simon Ward
Headteacher

Making your application

I hope that when you read this pack you are inspired to apply for the post.

Application

- To apply, please visit our website and apply through **My New Term**.
- Our website: [Our Vacancies - Altus Education Partnership](#)
- Provide a supporting statement of no more than two sides of A4, addressing the criteria in the person specification.

Deadline

The deadline for the post is **Monday 1st June 2026** (to arrive no later than 12.00 midday).

Interviews are expected to be held week commencing Monday 8th June 2026.

Shortlisting

Regrettably, we are unable to inform candidates who have not been shortlisted. If you do not hear from us, please consider your application unsuccessful this time.

Salary

The post will be paid on the **School Supports Scale SSP 05 – 06 (£25,583 - £25989 FTE)**.

Actual Salary £22,688 - £23,028 (TTO + 1 week / 37 hours per week)

Start Date

September 2026

For an Application Pack

1. Visit www.altusep.com
2. Contact Caroline Sullivan – HR Officer: recruitment@altusep.com
3. Telephone 01706 769999

Reward Package & Additional Benefits

We offer a comprehensive package, including membership of our outstanding Teachers' Pension Scheme; our 'Employee Benefits Programme' which provides a range of options including:

- Our Cycle to Work Salary Sacrifice Scheme
- Free access to Employee Assistance Programme, offering guidance, support and counselling on a range of subjects
- Generous holiday entitlement

Altus Education Partnership is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. This position is subject to an Enhanced DBS check under the Rehabilitation of Offenders Act 1974. In accordance with the recommendations set out in KCSIE the Trust carries out online searches on shortlisted candidates. It is also Trust policy to contact at least 1 reference prior to interview.

Background Information

Kingsway Park High School

Kingsway Park High School joined the Altus Education Partnership in February 2022. KPHS students live in and travel to us from communities all over Rochdale and the surrounding areas. We are very proud of the high-quality facilities, resources, and environment that we provide for both staff and students.

We hold our school values of **Trust, Professionalism, Integrity, Respect, Kindness and Effective Communication** at the core of everything we expect from our students. Students are awarded when they consistently demonstrate our values.

If you would like to visit the school to get a feel of who we are and where we are going, we would warmly welcome you.

Altus Education Partnership

Altus Education Partnership is a Multi Academy Trust and was established in 2017 through Rochdale Sixth Form College, an Ofsted Outstanding provider, and grew from the Trust's desire to improve education in the borough of Rochdale as a whole.

The Trust currently comprises five academies, including ourselves. The other four academies are:

- **Rochdale Sixth Form College**, opened in 2010 to address the significant underachievement in A level performance in the borough. Since then, it has dramatically raised achievement in the area and is recognised nationally as a centre of excellence. The College is Ofsted Outstanding, Sixth Form College of the Year 2021, and regularly ranks among the highest performing colleges in the country in both the DfE's Performance Tables and the National Achievement Rate Tables.
- **Edgar Wood Academy** opened in 2021 under Wave 13 of the Free Schools Programme. While the school was judged Requires Improvement at its first inspection, Ofsted has since recognised that the school is improving, and we are confident in the direction of travel. The Academy is building a strong reputation locally and benefits from a committed staff and leadership team focused on rapid progress.
- **Bamford Academy** is an Ofsted-rated Good primary school providing a caring and nurturing environment. It is a popular first choice for many families in the area.
- **Caldershaw Primary School** joined the Trust on 1 July 2025. It is Ofsted Outstanding and one of the most oversubscribed primary schools in Greater Manchester.

Altus is on the cusp of further growth, with three additional schools currently considering academisation in the autumn term.

We also benefit from strong local partnerships. Most notably, and uniquely within the post-16 sector, Altus has a Memorandum of Understanding with Hopwood Hall College, coordinating curriculum and supporting seamless transition for students into post-16 education.

Job Title:	Food Technician
Reports to:	Curriculum Lead of Food Technology
Contract:	Permanent – Full Time TTO + 1 week (40 weeks) / 37 hours per week
Salary:	SSP 05 – 06 (£25,583 - £25,989 FTE) Actual Salary - £22,688 - £23,028
Start Date:	As per notice period

Role Description

Overall Purpose of the Post

To support the effective operation of the Food Technology department by providing practical, organisational and administrative support that enables high-quality teaching and learning to take place across Key Stages 3 and 4.

The Food Technician will be responsible for preparing ingredients, equipment, materials and learning environments for practical lessons, ensuring that resources are available, organised and maintained to a high standard. The postholder will support the safe and efficient running of the department through effective stock management, adherence to food hygiene and health and safety requirements, and the maintenance of specialist equipment and teaching spaces.

The successful candidate will work closely with teaching staff to support the delivery of an engaging and aspirational curriculum, helping to create a positive learning environment where students can develop practical skills, independence and confidence.

The role requires a proactive and organised individual who can manage competing demands, work collaboratively as part of a team and respond flexibly to the day-to-day needs of a busy secondary school environment.

The postholder will also contribute to the wider life of the school and may provide additional operational support where required, including supporting educational visits, events, first aid provision and wider departmental or administrative functions appropriate to the role.

Teaching and Learning Support:

- Prepare ingredients, equipment, utensils and teaching materials for practical Food Technology lessons across Key Stages 3 and 4.
- Support teaching staff in the delivery of practical lessons and demonstrations.
- Assist in creating a safe, organised and engaging learning environment that supports positive student outcomes.

- Provide practical support to students during lessons where appropriate, promoting safe working practices and independence.
- Prepare and clear away materials and equipment before and after lessons in a timely manner.
- Support the development and organisation of displays, resources and curriculum materials within the department.
- Assist with the preparation of materials and resources for enrichment activities, intervention sessions, open evenings and curriculum events.

Health, Safety and Compliance

- Maintain high standards of cleanliness, food hygiene and organisation within Food Technology classrooms, preparation areas and storage spaces.
- Ensure all activities and working practices comply with health and safety regulations, food hygiene requirements and school procedures.
- Carry out routine cleaning and maintenance of equipment and appliances.
- Monitor the safe storage, handling and disposal of food and cleaning materials in line with COSHH and food safety guidance.
- Report defects, maintenance concerns or health and safety issues promptly to the appropriate staff member.
- Support the completion and maintenance of departmental safety checks, records and documentation where required.
- Contribute to maintaining a safe environment for students, staff and visitors.

Stock and Resource Management

- Monitor, organise and maintain departmental stock, resources and equipment.
- Assist with ordering ingredients, materials and supplies in line with departmental budgets and procedures.
- Check deliveries and store items appropriately, ensuring stock rotation and safe storage practices are followed.
- Maintain accurate records of stock levels, resource usage and equipment maintenance where required.
- Support efforts to minimise waste and ensure resources are used efficiently and cost-effectively.

Administration and Organisation

- Provide administrative support to the department as required, including photocopying, filing and maintaining records.
- Assist in maintaining departmental inventories, resource lists and documentation.
- Support the organisation of practical lesson schedules and preparation requirements.
- Use school systems and ICT effectively to support departmental administration and communication.

Wider School Contribution

- Participate in relevant training and professional development activities.
- Support the school's safeguarding responsibilities and promote the welfare of children and young people.
- Contribute positively to the wider life and ethos of the school.
- Provide first aid support if trained and required as part of the role.

- Support educational visits, events and other operational activities where appropriate.
- Undertake any other duties commensurate with the grade and nature of the post as reasonably required by the Line Manager or Leadership Team.

General Responsibilities

- To be an ambassador for the school and consistently embody the school intent of 'We Cooperate. We Pioneer. We Belong.'
- To model the core values of the school in your professional life and to promote and develop the school's vision, ethos, aims and objectives.
- To establish a culture that promotes excellence, equality, and high expectations for all students.
- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the school and to maintain good discipline.
- To attend meetings with external agencies and organisations.
- To foster and support extra-curricular activities in the interest of the school community e.g. school productions, concerts, sports activities, trips, and excursions.
- To take on additional responsibilities as directed by the Headteacher and/or SLT link.

Whole-School Organisation, Strategy and Development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the schools' values and vision.
- Make a positive contribution to the wider life and ethos of the school.
- Participate in KPHS daily duty rota.

Health and Safety

- Promote the safety and wellbeing of students and help to safeguard students' well-being by following the requirements of Keeping Children Safe in Education and our school's child protection policy.
- Undertake first aid training and provide first aid support and associated administration duties as required by the school.
- Report safeguarding, health and safety, maintenance or operational concerns promptly using school systems and procedures.

Professional Development

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness

- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school.
- Take part in the school's appraisal procedures.

Personal and Professional Conduct

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
- Have professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Any other reasonable duties as requested by the Line Manager, Headteacher or member of the Senior Leadership Team that are not specified in this job description.
- Respect individual differences and cultural diversity.

Other:

- The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. An enhanced DBS check will be carried out on the successful candidate.
- The Trust is committed to equal opportunities for all.
- The successful candidate will be required to complete a satisfactory medical screening assessment and provide two satisfactory references, identity check and right to work.
- The terms and conditions are specified within the contract of employment.

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading. The person appointed will be expected to work flexibly and the exact nature of the duties described above is subject to periodic review and is liable to change.

Person Specification

No.	CATEGORIES	App Form/ Letter	Interview	Lesson	Refs
ESSENTIAL CRITERIA					
1.	Good standard of Education including Maths and English	√			
2.	Level 2 Food Hygiene Certificate or willingness to obtain	√			
3.	Willingness to undertake relevant training including health and safety, safeguarding and first aid	√	√	√	√
4.	Experience working in a practical, food preparation, catering, hospitality or educational environment	√	√	√	√
5.	Experience maintaining high standards of cleanliness, organisation and hygiene	√	√	√	√
6.	Experience working safely and following health and safety procedures	√	√	√	√
7.	Experience managing resources, stock or equipment	√	√	√	√
8.	Understanding of food hygiene and safe food preparation practices	√	√	√	√
9.	Understanding of health and safety requirements within a practical learning or kitchen environment	√			√
10.	Awareness of safeguarding responsibilities within a school environment	√	√		√
11.	Understanding of the importance of confidentiality and professional conduct	√	√		√
12.	Strong organisational skills with the ability to prioritise workload effectively	√			√
13.	Ability to prepare and organise materials and equipment accurately and efficiently	√	√		√
14.	Ability to work independently and use initiative	√	√	√	√
15.	Good communication and interpersonal skills	√	√		√

16.	Ability to work collaboratively as part of a team	√	√	HIGH SCHOOL	
17.	Ability to maintain accurate records relating to stock, equipment or safety checks	√	√		√
18.	Competent ICT skills	√	√		√
19.	Reliable, flexible and proactive approach to work		√		√
20.	Calm and professional manner	√	√		√
21.	Commitment to professionalism, sharing, teamwork & collaboration	√	√		√
22.	Commitment to maintaining high standards				
23.	Positive attitude towards supporting young people and education				
24.	Commitment to safeguarding and promoting the welfare of children and young people				
DESIRABLE CRITERIA					
25.	Previous experience working within a secondary school or educational setting	√	√		√
26.	First Aid qualification	√			
27.	Experience supporting practical lessons within Design Technology or Food Technology	√			
28.	Knowledge of COSHH and risk assessment procedures				
29.	Experience ordering supplies and managing departmental budgets/resources				
30.	Experience supporting students within a classroom or practical environment				



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