

# Kitchen Assistant



DESC  
Barncroft Campus  
Washington Avenue  
Hemel Hempstead  
Herts HP2 6NG  
E: [admin@desc.herts.sch.uk](mailto:admin@desc.herts.sch.uk)

## Kitchen Assistant Recruitment Information Pack

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Dacorum Education  
Support Centre

Dear Prospective Colleague

Thank you very much for your enquiry regarding the position of Kitchen Assistant at DESC.

**Dacorum Education Support Centre** is a unique organisation that works with young people who, for one reason or another, are not in mainstream education. We support the individual and their family and work together to achieve appropriate outcomes and secure a positive way forward for the future. We firmly believe effective relationships are an essential prerequisite of effective learning.

**Our innovative and responsive curriculum** ignites the learning experience of all our Learners. Our offer is linked to the passions, interests and aspirations of our learners. It enables them to combine the broad range of core subjects with significant specialist option choices that prepare them for further study, as well as practical skills for life and work. Our mantra, **'Be the best you can be'** is echoed in all our work with young people, working with them to overcome their barriers to learning, re-engage them and support them in their next steps

We believe that this post provides an excellent opportunity for a talented individual to be a part of a centre willing to take risks, pushes the boundaries in developing an innovative approach and, as a result, is viewed as an evolving success story.

Yours sincerely,

*Sara Lalis*

Sara Lalis  
Head Teacher

*"Thank you for your support yesterday with my million questions and how fantastic it is working with your staff. They have added so much to our school and to the child they are supporting".*  
*A member of school staff*

**Executive Headteacher:** Ms Sara Lalis, BA(Hons) PGCE NPQH

**KS3 and The Haven:** 30 Tenzing Road, Hemel Hempstead, HP2 4HS.

**KS4 Centre,** Barncroft Campus, Washington Avenue, Hemel Hempstead, HP2 6NG.

**Email:** [admin@desc.herts.sch.uk](mailto:admin@desc.herts.sch.uk) | **Tel:** 01442 247476 | [www.desc.herts.sch.uk](http://www.desc.herts.sch.uk)



**Respect • Aspiration • Resilience**

## The Application Process

We hope that this application pack and our website [www.desc.herts.sch.uk](http://www.desc.herts.sch.uk) ignites a passion sufficiently in you that you feel it important to apply for this post.

Applications can be made by completing the application form through Teach in Herts or visit our website [www.desc.herts.sch.uk](http://www.desc.herts.sch.uk) or email the form direct to [jclark@desc.herts.sch.uk](mailto:jclark@desc.herts.sch.uk)

Visits/discussions are most welcome. Please contact Stephen Peach, Business Manager on 01442 247476 Option 2 to arrange a visit.

**Closing date for applications is Wednesday 10<sup>th</sup> July 2024.**

*DESC is committed to safeguarding and promoting the welfare of our students and expects all staff and volunteers to share this commitment. This post is subject to satisfactory references, medical clearance and enhanced checks carried out by the Disclosure and Barring Service*

We are required to conduct online searches about all shortlisted candidates in accordance with Keeping Children Safe in Education guidance, in order to identify any incidents or concerns which are publicly available online. By submitting and signing your application, you acknowledge that such searches will be conducted as part of the shortlisting process.

*We are committed to promoting equality and respecting diversity and welcome applications from all sections of the community.*

***We encourage candidates to apply asap as the Centre reserves the right to close the advert should we feel able to appoint an appropriate candidate sooner***

*"I can say from the bottom of my heart if it was not for all of you I would not have been able to make all the progress I had made"*  
Learner at DESC

*"The school is outstanding – my son's mental health has really improved and this has had a positive impact on family life"*  
Parent at DESC



Dacorum Education  
Support Centre

**Kitchen Assistant  
Required ASAP  
£11.78/hour**

**22.5 hours/week, 9:00am-1:30pm term time only plus 5 INSET Days**

We are looking for a responsible, caring Kitchen Assistant to join our friendly and supportive team of dedicated professionals to help out in our school kitchen. Main duties are to assist our Catering Co-ordinator to prepare and serve meals for our learners.

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We are a split site and although this role is based at our Barncroft Campus site in Grovehill, you will be helping to provide fresh home cooked food for approximately 70 learners and staff across our 3 key sites – KS1&2 and KS3 at Tenzing Road (Adeyfield) and KS4 at Barncroft.

**Are you able to:**

- Be willing to train to understand kitchen procedures
- Be an effective team player
- Work using your own initiative
- Be adaptable
- Work under pressure
- Help with basic kitchen tasks including stock taking

**The rewards are huge:**

- You get to be part of an outstanding organisation that is constantly evolving
- You will be a valued member of a friendly, caring and sharing team that work holistically and inclusively
- You will have access to excellent CPD opportunities
- You will get the benefits of our wellbeing programme
- You will have a direct impact on the future life chances of the pupils you affect

**Probationary Period:** New employees to the Centre will be required to satisfactorily complete a six-month probationary period of service.

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