



Job description: Food Technology Coach

Job details

School:	Heritage House School
Salary / grade:	Bucks Pay Range 3
Hours:	Term Time Only – Full-time
Contract type:	Permanent
Responsible to:	Headteacher/Deputy Headteacher

Main purpose

- To lead on the delivery of food technology within the HHS curriculum offer
- To engage learners with ambitious learning expectations
- To plan, prepare, deliver and review learning, according to policy/protocols, with the aim of ensuring effective teaching and learning to inspire learners
- To maintain a systematic approach to assessment and recording activity using school tools
- To maintain accurate records of learning including learners' progress, assessment, schemes of work, using Evidence for Learning
- To engage actively in Heritage House's staff appraisal process
- To be a positive role model for Learners
- To complete a personal and professional development programme to maintain consistency with the HHS approach.
- To use engagement strategies to support learners
- To establish and maintain positive relationships with Learners, parents/carers, colleagues and other professionals to ensure that a consistent and unified approach to meeting the needs of Learners can be secured

Duties and responsibilities

- To promote and teach Food Technology as directed
- To attend meetings to maintain Continuous Professional Development
- To assess, monitor, evaluate and report learner progress in Food Technology
- To liaise with parents via written reports and meetings if required
- To liaise with other professionals as required
- To adhere to relevant equal opportunity issues
- To ensure that all risk assessments are implemented and COSHH assessments are complied with.

- To ensure that all health and safety protocols in food handling, preparation and hygiene are followed and adhered to.
- To maintain an awareness of the need to represent a positive image of Heritage House to the Community at large

Further Duties

- To play an active part in the life of the school community, to support its vision and ethos and to encourage staff and learners to follow this example
- To support the school in meeting its legal and statutory requirements
- To work within and actively promote the school's policies and values
- To be involved in extended school services
- To undertake other duties which may arise from time to time. These to be agreed with the line manager

Please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

CONFIDENTIALITY AND DATA PROTECTION

- The post holder has a legal responsibility for all records s/he gathers or uses as part of his/her work. The post holder has a common law duty and statutory duty of confidentiality to protect any identifiable personal information. Guidelines must be closely followed and information must not be disclosed or copied to others unless in pursuance of legitimate duties and in line with the policies of Heritage House School and the Health and Care Professions Council.

HEALTH AND SAFETY

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection and report all concerns to the Headteacher (or delegated member of staff)

DISCLOSURE AND BARRING SERVICE

- This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service as part of Buckinghamshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

ACCOUNTABILITY

- Directly accountable to the Deputy Headteacher

Notes

- This job description may be amended at any time in consultation with the postholder.

Last review date: July 2026

Next review date: July 2027

Headteacher / line manager's signature: _____

Date: _____

Postholder's signature: _____

Date: _____

PERSON SPECIFICATION

Food Technology Coach

Qualifications and Experience	Essential	Desirable
Good numeracy and literacy skills.	✓	
Experience of teaching Food technology in a school		✓
2+ years working in kitchen environment	✓	
Minimum of Level 1 food safety and hygiene certificate		✓
Ability to plan and deliver lessons aligned with the school's assessment criteria		✓
Experience of working with relevant age groups within a learning environment		✓
Knowledge, Skills and Abilities		
Ability to work well as part of a multidisciplinary team		✓
An understanding of classroom roles and responsibilities		✓
An ability to understand the principles of child development and learning processes and in particular barriers to learning.		✓

Ability to understand roles of parents and carers in pupil learning and demonstrate ability to liaise with them sensitively and effectively.		✓
Ability to observe, monitor and provide constructive feedback on pupils progress		✓
Ability to stay calm and be patient and understanding when dealing with children	✓	
A desire to develop and learn	✓	
Experience of working with learners with SEN		✓
To be highly organized and efficient at time management.	✓	
Excellent communication skills to communicate effectively with learners, staff and outside agencies.	✓	
		✓