



JOB DESCRIPTION	
Job Title	DT Assistant
Reporting To	Assistant Headteacher
Line Manager Of	N/A
Pay	Grade 4

Job Purpose
To provide practical and administrative support in the Food Technology room, ensuring it is safe, clean, and well-equipped, and to work directly with students to support the effective delivery of high-quality Food Technology education, tailored to the needs of learners with autism and associated needs.

Key Responsibilities	
Room and Resource Maintenance	
1	Ensure the Food Technology room is clean, hygienic, and well-organised at all times.
2	Carry out daily and weekly checks of equipment to ensure safety and functionality.
3	Order and manage stock of food, equipment, and cleaning materials in line with budget and curriculum needs.
4	Ensure compliance with food safety regulations and school policies, including safe storage and disposal of ingredients.
5	Monitor and maintain risk assessments for the Food Technology area.
6	Set up and clear away equipment and ingredients before and after lessons.
7	Support regular audits of equipment and stock, reporting any damages or shortages.
Student Support	
8	Work alongside the teacher to support students in practical cooking lessons.
9	Prepare differentiated ingredients and equipment in advance to meet the specific needs of students.
10	Provide hands-on support to students, modelling techniques and assisting with tasks to develop independence.
11	Encourage students to follow health and safety and hygiene rules during lessons.
12	Positively support behaviour and engagement in line with school behaviour support policy.
13	Help students develop life skills such as food preparation, kitchen safety, healthy eating, and cleaning up.
14	Support students in developing communication, social, and teamwork skills during group cooking activities.
Wider Support and Collaboration	
15	Contribute to the planning and delivery of enrichment opportunities such as themed cooking weeks or whole-school food projects.
16	Work collaboratively with colleagues to ensure a joined-up approach to each student's education.
17	Support the implementation of EHCP targets related to independence and life skills.



18	Attend relevant training.
19	Promote inclusion, equality, and high expectations in all aspects of the role.

Safeguarding Responsibilities

1. Adhere to School Safeguarding Policy and ensure the safety of students at all times.

Leadership Responsibilities

1. Be an excellent role model to both staff and students and adhere to the ALS Golden Rules at all times.

Professional Standards

RPI trained



PERSON SPECIFICATION		
Qualifications	Essential	Desirable
Maths and English Level 2 or equivalent	x	
Food Hygiene Certificate (or willingness to undertake training)		x
Emergency First Aider (or willingness to undertaking training on)	x	
RPI Practitioner (or willingness to undertake training on)	x	
Evidence of relevant recent CPD	x	
Skills and Knowledge	Essential	Desirable
Knowledge of food preparation and kitchen safety procedures	x	
Knowledge of implementing intervention plans	x	
Able to build strong positive relationships with students and young people	x	
Knowledge of relevant legislation and national policies relevant to the role	x	
IT literate and comfortable using technology on a daily basis	x	
Excellent organisational skills with the ability to adapt to changes	Essential	Desirable
Experience of working directly with children and/or young people with learning disabilities/Autism	x	
Experience of working in a kitchen or food preparation environment	x	
Working effectively with students, families, teachers, and external stakeholders	x	
Planning and preparing resources for practical sessions	x	
Delivery of training or coaching to other adults		x
Values	Essential	Desirable
Compassion and empathy	x	
Emotional and physical resilience	x	
Committed to continually improving services to bring about the best outcomes for our students	x	
Other	Essential	Desirable
Enhanced DBS and Children's Barred List Check.	x	
Term time contract 9am – 3pm	x	
Participate in relevant training and development opportunities.	x	

Original copies of certificates will be required prior to appointment.

Headteacher Name	Headteacher Signature
Ania Hildrey	
Employee Name	Employee Signature

