



Westbourne
House School
CHICHESTER

Catering Assistant

April 2024 start

The Role

Our staff community is the school's greatest asset. Everyone contributes to the distinctive atmosphere you find at Westbourne House.

We are looking for motivated Catering Assistants to join our fantastic Catering team. In this role, you will support colleagues to maintain a high standard of cleanliness in the kitchen and dining areas, including general washing up duties. Other responsibilities may include food preparation and serving food during meal times.

Experience of working in a busy kitchen environment would be advantageous. The successful candidate will be flexible, a good communicator and have the ability to pick up tasks quickly and efficiently.

There are several roles on offer, as follows;

- Monday, Tuesday, Thursday 2 – 7pm and Saturday 12 – 5pm

There is some flexibility in terms of the days and hours, therefore if you are not able to commit to the exact hours as detailed above, please do not let this deter you from applying – we ask that you confirm the hours you are looking for on your application form.

These are term time only positions - Monday to Friday is 34 weeks of the year and Saturday is 21 weeks of the year.

The start date for this roles will be 15th April 2024.

We can offer:

- Strong, supportive staff team
- Use of the school's facilities – swimming pool and sports facilities, subsidised staff yoga class
- Cycle to Work Scheme
- Employee Assistance Programme
- On-site parking

Closing date: 14th April 2024

We reserve the right to interview and offer to a strong candidate prior to the closing date. For this reason, early applications are encouraged.

Please apply by completing the application form. CVs may be attached, but not in place of the application form. Please return completed applications to Robyn Aubrey at hr@westbournehouse.org.

Westbourne House is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All applicants must be willing to undergo child protection screening appropriate to the post, including checks with current and past employers, online checks, the Disclosure & Barring Service, overseas checks and the Secretary of State's Prohibition List from Teaching and Management.

About the School

Westbourne House is situated just to the east of Chichester in beautiful grounds of over 100 acres. There are approximately 360 boys and girls, aged 2½ -13. Most children go on to major Public Schools across the South.

The school enjoys outstanding facilities. Teaching is extremely well resourced with excellent teaching rooms, the majority equipped with interactive whiteboards; there are also sets of laptops which can be booked for class based work. There are rooms for Art, Ceramics, ICT, Design Technology and Food Technology, a separate Science block and Music School, as well as a modern, 300 seat theatre/assembly hall. The School also has a large (30 acre) lake on the north boundary for kayaking.

Academic standards are high, with consistently outstanding Common Entrance results together with an excellent scholarship record; last year no fewer than 36 awards and scholarships to senior schools were won across a range of disciplines, totalling 140 over the last five years.

Westbourne House uses the High Performance Learning philosophy to guide all pupils in becoming good learners. The school believes that all pupils have the potential to perform at the highest level regardless of their current performance level. The Advanced Cognitive Performance Characteristics (ACPs) and Values, Attitudes and Attributes (VAAs) of HPL are the "thinking" and "behaviour" characteristic and these are delivered specifically and systematically throughout the curriculum.

The Music and Drama departments also excel consistently: all children are involved in school productions, a large number are members of school choirs and there are regular concerts.

Saturday school consists of sports matches, as well as optional enrichment activities, such as kayaking and coding.

There is a wide variety of sport on offer, and a large number of teams represent the school most Wednesdays, Thursdays and Saturdays. As well as extensive playing fields, there is a 25-metre swimming pool, dance studio, sports hall, squash courts and a full-sized astro-turf pitch.

There are around 100 boarders, many of whom board for two or three nights in one of seven houses on the school grounds. The school offers full time boarding allowing the children to further enjoy the beautiful facilities and grounds the school has to offer.