

Job Description – Kitchen Porter and Food Preparation Assistant				Red Wellies™
Author	Published	Version	Confidentiality	
Jo Stainsby	January 2026	2	Parents, Staff, Directors	

Kitchen Porter & Food Preparation Assistant

Location

Nantwich, Cheshire East

Salary

£8.00 – £12.71 per hour (Determined by age in accordance with National Minimum Wage / National Living Wage guidelines)

- *Age 21 and over:* £12.71/hr
- *Age 18–20:* £10.85/hr
- *Under 18 / Apprentice:* £8.00/hr

Job Type

Full-time or Part-Time, Permanent

Schedule & Hours

- **Standard Shift:** Monday to Friday, 8:30 am to 4:00 pm.
- **Extended Shift Option:** 10 hours or more per day (excluding a 30-minute unpaid lunch break).
- **Long-Shift Bonus Perk:** To reward your hard work, anyone completing a shift of 10 hours or more will receive an **extra 30 minutes of full pay added to their timecard every day** as a thank-you bonus.

About Us

We are a thriving children's day nursery located in Nantwich, Cheshire. We serve up to 90 covers per session for breakfast, snacks, lunch, and dinner. We proudly follow a combination of Montessori and Steiner principles, fostering independence, respect, and a nurturing environment for every child in our care.

We are deeply passionate about staff professional development. Our team is highly qualified and focused on helping to maintain our exceptional educational standards. Every member of our staff is genuinely valued, respected, and fully supported.

Role Overview

We are seeking a positive, energetic, and attentive individual to join our team in a varied role that combines food preparation, kitchen porter duties and clean-up. This unique role is a mix between a restaurant Kitchen Porter (KP) and a school midday supervisor.

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When working extended shifts, this position pairs kitchen support seamlessly with maintaining a deeply clean, sterile, and hygienic nursery environment for our children.

Key Responsibilities

- **Kitchen & Food Support:** Efficiently load, operate, and empty the commercial dishwasher. Assist with basic food preparation and safely reheat fresh, pre-cooked dishes for lunch and dinner service.
- **Hygiene & Cleaning:** Maintain impeccable cleanliness across the dining room and the shared nursery areas.
- **Cross-Contamination Prevention:** Confidently use and follow our strict colour-coded cleaning systems.
- **Montessori Mealtime Support:** Supervise and guide children during meal and snack times, encouraging them to be independent (e.g., pouring drinks, serving food, and clearing their own plates) in line with Montessori principles.
- **Child Welfare:** Remain highly attentive to the children's safety, emotional needs, and well-being at all times.

Requirements

- **Experience:** Previous experience as a kitchen porter (KP), school midday supervisor, or nursery assistant is highly desirable but not essential.
- **Child-Centred Attitude:** A genuine love for working around young children.
- **Attention to Detail:** Knowledge of food hygiene practices is desirable; following strict health and safety, food and hygiene procedures is essential. Full training will be given.
- **Reliability:** Punctual, dependable, and capable of maintaining high energy levels and focus throughout the shift.
- **Background Check:** This role is subject to a mandatory enhanced DBS check.

Benefits

- A **warm, welcoming, and deeply supportive team culture** where you are highly valued.
- Two **complimentary staff events** per year.
- **Daily Cash Bonus:** Get 30 minutes of free extra pay for every 10+ hour shift worked.
- **Work-Life Balance:** No evening or weekend work required.