

## Organisation/School Contact form

Please complete this form and send to: LACA Administration, 6 the Quad, Sovereign Way, Chester, CH1 4QP or email it to: admin@laca.co.uk

1. What is the profile of the school (Size, Type, location)

2. Please provide a brief overview of the catering provision including details of type of provision - LA, contract, in-house; number of staff involved in delivering school food (catering team, midday support staff; % take up of school meals; Catering Mark .

3. Which Professional Standards will the school be using? (tick all that apply)

- Head of kitchen (Catering Manager / Head Chef)
- School Cook
- Assistant Cook
- General Kitchen / Catering Assistant
- Midday Supervisor

4. How will you be using the Professional Standards? (e.g. training & development, recognising & rewarding staff, recruitment & selection, consistency of standards across the team)

5. What are your objectives for using the Professional Standards?

6. How will you measure success?

7. What are your timescales?

8. Who is driving this work? (include job role and who are they responsible for)

9. Who will be delivering the work? (include job role and who are they responsible for)

10. Please add any further comments?