

# JOBS FOR DUTY GROUPS

**Please ensure all Roster Groups are supervised by a teacher.**

**All Groups to sit at one table as they will be served first.**

**Roster Ratio – 1 for 8**

## **DUTIES:**

**BREAKFAST:** Roster group to be in the dining room by 7.45am

- distribute orange juices and check table settings
- After Breakfast** – collect all plates, cutlery and glasses in preparation for washing up. Plates to be scraped and stacked. Cutlery to be placed in buckets. Tables to be wiped.
- Margarines to be put in fridge please.
- DISHES WILL BE WASHED IN DISHWASHER**
- Duty group to wash plastic glasses and set up for dinner.
- Set for Dinner – i.e. 1 glass, 1 bread & butter plate, 1 knife, fork & desert spoon.

**LUNCH:** When having lunch in at Old Priory

- Wash up soup mugs and glasses.
- Wipe down lunch table and bring in cordial containers and leftovers into scullery.

## **DINNER:**

- After Dinner** – collect all plates, glasses and cutlery – scrape and stack plates on trays, cutlery into buckets and glasses at sink.
- DISHES WILL BE WASHED IN DISHWASHER**
- Glasses must be done by the roster group.
- Tables must be wiped and re-set for breakfast – i.e.
- Set for Breakfast – i.e. 1 glass, 1 bread & butter plate, 1 spoon & knife.

**SUPPER:** Wash up and dry mugs or glasses and replace on shelf

## **FRIDAY BREAKFAST:**

- As per above
- TABLES DO NOT NEED TO BE RE-SET**

**PLEASE LEAVE DINING ROOMS CLEAN & TIDY AT ALL TIMES**

**THANK YOU!**