

TEACHER OF DESIGN & TECHNOLOGY

0.8 - TEMPORARY (MATERNITY COVER)

RICHMOND SCHOOL

Application Pack



Richmond School & Sixth Form College

Being the best we can be

June 2021

Dear Colleague

Thank you for your interest in joining our team at Richmond School and Sixth Form College. This is an exciting time in terms of our development and a fantastic opportunity for a keen and talented teacher to help shape our future.

Richmond School and Sixth Form College is an exciting, forward-thinking, inclusive and caring place to work and study.

On visiting, there's an immediate sense that it is more than just a school, it is a community within a community and students, visitors, parents and staff often comment on the special 'buzz' they feel when they are here. It's hard to pinpoint, but it's a combination of many factors that unite to make this such a special place. Dedicated teachers, fabulous facilities, a wonderful heritage, a sense of belonging and incredible students all combine to make the school the exceptional place that it is. Our broad, rich curriculum and extra-curricular provision mean there is a genuine culture of constant improvement and going over and above for the students we teach and anybody appointed to this role would need to be of a similar mind-set.

Students work hard to demonstrate and develop the school's six values - Creativity, Excellence, Independence, Resilience, Respect and Teamwork. Our values are integral to each child's education, both academically and in extra-curricular activities and they underpin everything we do. We encourage our students to apply these values every day. As a result of a positive culture and the rigorous application of our policies, students learn well and behave well. There is a calm atmosphere in the school and students tell us they feel safe and well supported.

I do hope the above inspires you to apply for the post being advertised.

I look forward to reading your application and to welcoming a creative and dynamic colleague to Richmond School. If you would like to know more about the school, please visit our website [richmondschool.net](https://www.richmondschool.net) and our short video <https://www.richmondschool.net/about-us/transition/> which will give you a flavour of the school. If you have any questions about the role then please contact admin@richmondschool.net and they will guide your query to the most appropriate person.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Potter'.

Jenna Potter
Headteacher

Job Description for:	Design & Technology – Specialising in Textiles & Food
Contract:	0.8 – Temporary (Maternity Cover)
Grade:	Main Professional Range (MPR)
Reporting to:	Lead Teacher
Disclosure Level:	Enhanced

Purpose: To secure high standards of learning outcomes for all students at all Key Stages.

Teaching and Learning Responsibilities

- To have the highest expectations for all students. Lessons are appropriately challenging and have a clear purpose.
- To cater for the needs of individual students that they all can participate in the lesson and achieve the best possible outcomes. Students feel cared for, known and supported in a teaching and learning environment that reflects the values of the Areté Learning Trust.
- To role model the values of the school, for example to encourage students to learn from their mistakes and see setbacks part of the learning process and to strive for excellence.
- To manage student behaviour so that all students learn in a supportive environment that reflects the values of the Areté Learning Trust.
- To use the school feedback system of Aim Higher Time to give planned and timely feedback so that students can act upon the feedback to help them improve.
- To record and report on the attendance, progress, development and attainment of students and keep such records as are required.
- To work as part of the department team in developing programmes of learning, resources and assessments as required.
- To be a reflective practitioner who continues to develop excellent subject knowledge and teaching and learning techniques.
- Additional Responsibilities - to participate in duties at break, before and after school as required.

We also expect teachers to complete all administrative tasks in a professional manner and to meet all the Teachers' Standards (updated 2013) as contained in the DfE document found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/665520/Teachers_Standards.pdf

School Values

The post holder will subscribe to the notion that we want all members of our School community to value: Respect, Teamwork, Creativity, Excellence, Resilience and Independence.

Person Specification: Teacher of Design Technology

Qualities and Attributes	
Qualifications	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> ⬆ A good quality degree in a related subject area ⬆ Qualified Teacher status or pending PGCE/QTS 	<ul style="list-style-type: none"> ⬆ Evidence of recent CPD
Experience	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> ⬆ Teaching Food up to and including GCSE ⬆ Teaching Textiles at Key Stage 3 	
Knowledge and Skills	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> ⬆ Strong subject knowledge ⬆ An understanding of what makes excellent teaching and learning and the willingness to strive for this on a daily basis ⬆ Effective and imaginative use of resources, including new technologies ⬆ Good understanding of assessment and the ability to put this into practice ⬆ The ability to challenge students effectively so that the needs of all are met ⬆ The ability to develop students' literacy and numeracy skills through the subject area ⬆ An ability to forge good working relationships with staff and students ⬆ Efficient organisational skills, including the ability to meet deadlines ⬆ Knowledge and understanding of current developments in teaching within the subject area ⬆ Ensure that whole school policies are implemented consistently 	
Personal	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> ⬆ Ability to work hard under pressure ⬆ Ability to manage time and prioritise ⬆ Ability to relate to and build relationships with students, parents and other members of the school community ⬆ Commitment to continued professional development ⬆ Commitment to contribute to extra-curricular activities and educational visits ⬆ Good attendance and punctuality record 	
UPS Teachers	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> ⬆ Provide a role model for teaching and learning and make a distinctive contribution to the raising of student standards ⬆ Contribute effectively to the work of a wider network of colleagues ⬆ Take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve students' learning 	

About the Role

We are looking for an enthusiastic teacher of Design and Technology who is able to teach across the ability range textiles (KS3) and food at Key Stages 3 and 4. You will be joining a committed and hardworking department. We simply want the best teachers for our students, and that could be you.

The Design and Technology Department

The Design and Technology Department embraces a wide variety of teaching and learning approaches, with thinking skills and assessment for learning embedded into the schemes of work. The 'enquiry' approach is followed by the department, which aims to make technology and engineering relevant, interesting and engaging for all. The subject is very popular within the school. The number of students opting for a technology subject at both KS4 and KS5 is excellent and the results are consistently good. Teachers in the department demonstrate very good subject knowledge across all areas and provide a good learning environment for students.

In KS3, Health and Safety is learned first. Students undertake two projects each year. These encourage them to demonstrate skills in planning and design whilst improving their practical skills and evaluation techniques. Good understanding of the subject is promoted and knowledge can be learned at each stage. Students are required to let their creativity flourish and this is supported by members of staff at each stage of the process. Students are regularly assessed, which allows progress to be monitored and intervention given when and where it is required.



In KS4 lessons in Year 10 focus on giving students the necessary skills and subject knowledge to provide the foundation for the NEA and final examination in Year 11. Students are given the opportunity to develop and practise a wide range of skills along with having a greater understanding of nutrition, the science behind food as a material and wider environmental aspects associated with food. The GCSE course promotes independent thinking, forward planning and organisational skills.

The department offers students a fantastic range of resources and activities. The Food and Textiles department consists of four classrooms each classroom has ICT facilities for students to use, and the two textiles rooms include CAM embroider, overlockers, coverlockers, sewing machines as well as a vast array of other machinery and equipment. Projects are planned throughout KS3 and KS4 to give students the opportunity to use some or most of these for their work and develop good knowledge and understanding of the processes they are used for.

The successful candidate will join a very experienced and knowledgeable team, and will work collaboratively with staff in the department. He/she will be expected to contribute towards schemes of work and resources for learning; maintain a system for assessing and recording pupils' progress; monitor and review work, and set targets. The ideal candidate should be hard-working, driven towards achieving high results and be forward thinking. They must be willing to work alongside the rest of the team to further develop this already thriving department within the school.



APPLYING FOR A JOB WITH ARETÉ LEARNING TRUST

IMPORTANT ADVICE ON COMPLETING THIS APPLICATION

Your application form plays an important part in your selection. Please ensure you address all the essential requirements listed in the specifications. The following advice should help you to complete the application form as effectively as possible.

Rehabilitation of Offenders

If the post you are applying for requires you to have a Disclosure and Barring Service (DBS) check you will be required to disclose full details of your criminal history prior to your interview. This information may be discussed with you at your interview in order to assess job related risks, but we emphasise that your application will be considered on merit and ability and you will not be discriminated against unfairly. Failure to disclose this information will result in any offer of employment being withdrawn.

A DBS check will be carried out for successful applicants where the post involves access to children and/or vulnerable adults. This check for disclosure of criminal history will include spent convictions, pending prosecutions / current court proceeding and police enquiries. In the event of employment, any failure to disclose such convictions will normally result in dismissal by the authority. Any information given will be completely confidential and will be considered only in relation to this application.

Canvassing

You must not try to influence any staff members, governors or directors of Areté Learning Trust to act in your favour, as this will disqualify you. If you are related to a trust member, director, employee or governor you must indicate this in the relevant section of the application form.

How to apply:

Please forward your completed application form to the following email address:
recruitment@xentrall.org.uk stating the title of the post you are applying for in the subject box.

The closing date for receipt of applications is 4pm **on Thursday 24 June 2021** with interviews taking place early the following week.