



Design & Technology Technician
The Oaks Academy
Grade 3 + Pension Scheme (LGPS)

For a confidential discussion about this post with the School Business Manager, request more information, or to arrange a visit, please contact the school on 01270 661223 or admin@theoaksacademy.co.uk





General Information for Applicants from the Headteacher

Thank you for expressing an interest in the role of Teacher of History. On behalf of everyone at The Oaks Academy, I extend you a very warm welcome.

The Oaks Academy is an 11-16 school, situated in the former grammar school, in a pleasant area of traditional housing in the south western part of Crewe. The school is part of the Learning Partnership Trust and I joined the school as headteacher in January 2021. Most recently I have held roles in the Trust as headteacher in another of our schools and also led the provision of trust teacher training and national leadership training qualifications.

We are committed to making the Oaks the school of choice for our local community. Our examination results last summer demonstrate the rapid rate of success the school is making, with GCSE results now a third of a grade higher than in previous years. We are now routinely oversubscribed, with over 50% more pupils on roll compared with 3 years ago and first choice applications for year 7 up by 25% for September 2024. Attendance is consistently above national and Cheshire East averages, indicating our pupils are happy and want to attend school. Well qualified, caring and committed staff are critical to delivering a balanced and rounded education with a focus on all pupils achieving their potential. We will support you with a range of professional development experiences through in-house CPD including an internationally recognised teacher qualification in TEEP (Teacher Effective Enhancement Programme), endorsed by the SSAT and the opportunity to be part of the national Effective Formative Assessment programme, endorsed by Dylan William. There is also a wealth of professional training opportunities available via the trust's staff development programme. The trust provides a well-established initial teacher training programme, an early career teacher programme, and a range of professional development opportunities. By joining our school, you will also benefit from shared in-service training and links with our partner schools. Being part of The Learning Partnership will mean you would benefit from our networking and close collaboration with departments, faculties and other areas of provision as part of our school.

We provide for pupils of all abilities and differing backgrounds, and as part of our team you would gain significant experience of areas beyond your subject discipline. We consider safeguarding our children as an absolute priority and we ensure staff receive regular support and relevant training. We have a strong SEND provision and this academic year we launched our curriculum pathway for more able pupils, including highly rigorous masterclasses after school. You will be attached to a year team and act as a Form Tutor. We would encourage you to become actively involved in the full life of the school.

We are committed to providing an aspirational, challenging, and supportive environment where each pupil is expected to aim for the highest standard in all aspects of school life and beyond. We work in partnership with pupils, parents and carers to improve outcomes, but we are equally passionate about the personal and social development of pupils outside of the classroom and encourage pupils to take part in a range of extra-curricular programmes and opportunities to develop as lifelong learners.

I would encourage you to visit our website (www.theoaksacademy.co.uk) to get a fuller understanding of life here at The Oaks Academy and if you have any questions that you would like to ask please do not hesitate to contact us. I very much hope that you want to join our team and I look forward to receiving an application from you.

Peter Kingdom
Headteacher
The Oaks Academy

JOB DESCRIPTION

Assist teaching staff in providing a safe and well-maintained department, ensuring an efficient service is delivered and all health and safety practices and procedures are adhered to. Provide technical support and advice to the pupils and improve pupil experience.

MAIN RESPONSIBILITIES

- Maintain and carry out regular checks on equipment and report any defects.
- Clean and undertake maintenance of equipment as needed and as directed to ensure that it is clean and in good working order
- To maintain a clean and tidy working environment in teaching rooms and working areas.
- Photocopying and supporting teachers in the production of departmental materials
- Setting up rooms for lessons complying with health and safety regulations
- Setting up equipment for staff and students
- Carry out initial contact with repair and maintenance contractors
- Security marking and logging new equipment
- To carry out any admin tasks where required
- Preparing and putting up displaying work
- Assisting teachers to support teaching and learning in the classroom
- To comply with the Academy's Child Safeguarding Procedures, including regular liaison with the Academy's Designated Child Safeguarding Person over any safeguarding issues or concerns
- Assist the Head of Faculty with COSHH and risk assessments for the technology area
- Ensure the safe treatment and disposal of used materials, including hazardous substances and respond to actual or potential hazards
- To assist the teacher in supervising and directing the learning activities of groups of students from different year groups to ensure their safety and contribute to their educational development. This may, on occasions, include one to one support on specialist equipment
- Under the guidance of the Head of Department contribute to the design, development and maintenance of specialist resources and contribute to long-term projects to ensure that the widest curriculum possible can be offered to the students

Professional Development:

- To take responsibility for personal professional development
- To engage actively in the Performance Management Review process
- Be aware of and comply with policies and procedures relating to child protection, confidentiality and data protection, reporting all concerns to an appropriate person
- To evaluate own personal performance through self-evaluation and learn from the effective practice of others

GENERAL DUTIES

Notwithstanding the detail in this job description, in accordance with the Multi-Academy Trust's Flexibility Policy the job holder will undertake such work as may be determined by the Headteacher/ Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.

Safeguarding - It is the responsibility of each member of staff to safeguard and promote the welfare of all young people he/she is responsible for, or comes into contact with, within the school.