



Beachborough



CANDIDATE PACK

Technology Teaching Assistant



www.beachborough.com



Dear Applicant,

Thank you for your interest in this exciting opportunity at Beachborough School.

Following on from the school's continued growth and success in STEM (Science, Technology, Engineering and Mathematics) the school is now advertising a brand new position, a Technology Teaching Assistant.

Therefore:

- Are you interested in Technology and have the skills to help and support children?
- Are you ready for a new and exciting adventure?
- Are you looking for a brand new challenge as a Technology Teaching Assistant in a thriving Preparatory School for children from 2 ½ to 13 years of age?
- Are you an ambitious, forward thinking, fun, energetic and caring person?
- Could you motivate, inspire and lead children in an environment of high support, challenge, care, and reward?
- Are you a self-starter, hungry to make a 'real difference' in the future lives of children?
- Are you looking for an exciting new teaching opportunity that will be professionally invigorating, challenging, and rewarding?

If this excites you, I would like to hear from you. Please read on for more details...

Best wishes,

Christian Pritchard

Christian Pritchard
Headmaster



A Little About Us...



Beachborough is a leading co-educational Independent Preparatory school located on the borders of Buckinghamshire, Oxfordshire, and Northamptonshire. With a current pupil roll of 385 children from 2 ½ to 13 years of age and strong waiting lists for places, our school is in great shape with very exciting plans for future development.

The school occupies a stunning thirty five acre countryside location with a 17th Century Manor House as a central feature. As a popular school, Beachborough is not seeking to grow beyond its means, it values the efforts of each individual and remains determined that the 'family feel' influences all aspects of school life, especially pupil welfare. Our pupils leave us at the end of Year Eight to join their Senior School of choice and we have an enviable reputation of securing places for our future learners in some of the best schools in the country.

Beachborough is a day school with flexible boarding provision, it is academically non-selective, ensuring a child's needs are understood before a place is offered. Beachborough embraces other nationalities as a number of International families choose the school. This brings a global perspective that is balanced with a culture that celebrates our British heritage. Equally, a Beachborough education is far more than delivering a broad, balanced and suitably demanding academic curriculum. For example, our new state of the art design and technology suite offers all pupils access to the subject we call 'TED' (Technology, Engineering and Design). This facility compliments other on-site resources, such as our forest, which also allow our children to practise their construction skills, by den building at lunch break!

In addition to this, co-curricular activities available from Nursery to Year Eight are regarded as a major attraction of the school. Beachborough children are also given many opportunities to learn in a broad and balanced way, due to our commitment to Drama, Art, Music, Sport and STEM.

The school boasts excellent facilities, including two Art and Design Studios, a Performing Arts Centre, Olympic Sports Centre, Multipurpose Astro Turf Pitch, Woods and Wetland Area and Sports Pitches, alongside our Coding and Robotics Suite and 'TED' Centre. A fundamental feature of Beachborough, which has motivated staff in recent years, has been our passion to deliver the best possible academic standards with a strong commitment to embrace new technology to improve children's learning and the teaching that supports this.

The teachers at Beachborough are focused on the learning journey, just as much as final exams. We are quietly proud of the growing number of scholarships and awards our pupils achieve.

Beachborough School Trust is a registered charity, and the school is financially strong and in a very healthy position.

This is therefore a very exciting time for you to be joining a highly successful, forward thinking school. The teaching staff really do feel like 'one team' and we enjoy great support from the school's Governing Body.

To find out more about our school, please visit: www.beachborough.com

The successful candidate will want to embrace all aspects of busy preparatory school life and empathise with Beachborough's vision and core values which can be found on our website. This position is also a critical component in the realisation of our school's mission statement:

'At Beachborough, we aim to create the conditions and culture so that each child thrives intellectually, physically, culturally and emotionally. The priority will be the happiness of each child as it is paramount to achieving lasting success and being fully prepared for senior school.'



Job Description

POSITION:	Technology Teaching Assistant
REPORTS TO:	The Head of TED (Technology, Engineering and Design)
CONTRACT TYPE:	Full Time – Permanent

Overview of Beachborough's Technology Provision:

Technology, Engineering and Design is housed in our state-of-the-art TED suite built just three years ago. This award-winning building is home to 3 spacious, well equipped rooms. The computer suite contains 10 computers all equipped with the latest specialist software, with each of the other areas having dedicated access to a bank of laptops. CAD and CAM is actively supported with a laser cutter, 7 x 3D printers and CNC Router. Other equipment includes 3 pillar drills, 4 scroll saws, vacuum former, hot wire benders and a wide variety of hand tools.

Our curriculum allows students from Form III – VIII to access the TED suite both for lessons as well as engineering clubs, lunchtime periods and enrichment days. Students are encouraged to make a wide variety of products, accessing all areas of the equipment from Form III. Our successful scholarship program begins in Form VI, and those pupils have extra access to the building to focus on their projects.

The department works closely with Science, Maths, Computing and Art creating vital cross-curricular links across those disciplines, as well as regularly entering inter-schools DT competitions. Our Enrichment program encourages lectures, visits and hands-on activities from the many surrounding engineering, design, and automotive businesses in this area. In particular, Formula 1 Teams, as well as the Silverstone Business Park, have strong connections with our school.

Overall, the TED department is an extremely vibrant and creative hub where all children are encouraged to think uniquely and independently on every project. They pursue their passion and interests, developing their knowledge and understanding of functional products. They learn to use current technologies and consider the impact of future technological developments. They hone their iterative, logical and practical skills ready for the next step into secondary school and they have fun developing innovative ideas and seeing their products come to life.





Overview of the position, including the main roles and responsibilities:

- Knowledge of CAD/CAM – able to use all the machines in the Technology suite including 3D printers, laser cutter, router etc. Cut out the children's work, checking the files beforehand to ensure the parts work and fit and able to independently adjust them if necessary. Able to maintain the equipment ensuring they are safe, performing regular checks.
- Strong sense of design – able to advise children on their work and helping the less able achieve their vision. Good knowledge of the history of design and genuine interest in this. Perhaps able to use Photoshop, Illustrator etc.
- Strong practical skills – able to use all the tools in the workshop to a high standard and maintain the equipment. Able to make examples and prototypes if necessary.
- Good understanding of resistant materials as well as knowledge and curiosity of new and emerging technologies in this area.
- Good mechanical skills, able to assist as we broaden our curriculum to encompass more engineering.
- Sound grasp of ICT and good GCSE grades in Science and Maths as we also forge stronger cross curricular links with computing, maths and science.

To observe Health and Safety guidelines and keep knowledge of this area up to date. Including:

- Reviewing Risk assessments
- Updating the COSHH register
- Carrying out safety checks on the machinery, maintaining machinery and keeping records.
- To maintain all equipment and tools ensuring they are in good working order.
- To ensure that working areas are clear, tidy, and safe, specifically after lessons.

As a Support to the Pupils:

- Assist individuals in completion of practical tasks.
- Assist pupils in procurement of materials or components for their projects.
- Assist pupils in using equipment safely.
- Share knowledge and good practice with pupils.

As a Technology Teaching Assistant in the Department:

- To help in the production of pupil's work, checking their CAD designs and making adjustments if necessary.
- To prepare their CAD work ready for 3D printing or laser cutting.
- To laser cut or 3D print the parts required for their projects.
- To help in the planning and maintenance of the storage in the TED suite.
- To help with the storage of ongoing projects.
- To help exhibit pupil's work as well as TED suite displays and information.
- To help in the planning and production of examples and teaching aids.



Person Specification

- A strong knowledge of Design and Technology and current creative practice.
- A committed and enthusiastic approach to a department which fully integrates CAD/CAM into projects and aspects of work.
- Experience and confidence in the safe use and handling of tools and machinery.
- Knowledge of CAD/CAM systems or qualifications in the safe use of workshop equipment.
- Good organisational and IT skills including the ability to use Microsoft Office.
- The ability to work as part of a team, as well as using own initiative and to work unsupervised to complete set tasks.
- A positive, friendly, and approachable manner.
- Willingness to undertake a wide variety of tasks.
- Excellent team player, empathetic of the needs of the team
- Organised, resourceful, an excellent timekeeper, approachable, committed, and enthusiastic.
- Have a sense of humour and the ability to make learning fun.
- Sympathetic to the values and mission of our school
- Patient and resourceful, reliable, and trustworthy

In return, we offer the successful candidate:

- A superb campus and a delightful, caring, school environment in which to work.
- Very supportive and considerate pupils that are keen to learn and make the very best progress.
- Dedicated and supportive governors, staff, and parents.
- On-going professional development, with strong career progression opportunities.
- A leadership team that will provide you with help, support, and assistance.
- A remuneration package, including a competitive salary (commensurate with the qualifications and experience of the successful applicant).

Employment Terms and Conditions:

This post is being offered on a full time, permanent contract basis. The successful candidate will be line managed by the Head of Technology Engineering and Design

How to Apply:

1. Download and complete the Application Form from the **VACANCIES** section of our school website at: <https://www.beachborough.com/our-community/staff-vacancies>
2. Please complete the application form in full and use the 'personal specification' section to detail your suitability for the position as you would in a letter of application. Please also record the sports, hobbies, or extra-curricular activities you can offer.
3. Please e-mail your application to Mrs D. Igoea, HR Manager: recruitment@beachborough.com

Applications must be received by Monday 19th April 2021 at 12.00 noon at the latest.

If you have any questions or queries regarding any aspect of the process, or the position, please do not hesitate to contact Dianne Igoea, HR Manager at: recruitment@beachborough.com

Equal Opportunities:

Beachborough School is an equal opportunities employer and welcomes applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability, or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment. In accordance with the Disability Discrimination Act, Beachborough School seeks to treat those with disabilities as favourably as those without disabilities. It will make reasonable arrangements, wherever practicable, to avoid putting those with disabilities at a disadvantage.

The successful candidate will need to complete a full medical questionnaire immediately following the initial conditional offer and acceptance of the post and to have a satisfactory medical check conducted by an independent doctor before the appointment is confirmed.

The offer of employment will also be conditional on the receipt of satisfactory written references and on DBS and other regulatory clearances. We are committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment. Applicants must be willing to undergo appropriate screening, including references from past employers and an Enhanced DBS disclosure.