



# Design Technology Technician

Application Pack

April 2025



# Principal's Welcome

Thank you for your interest in our school and the post of Design Technology Technician at Caroline Chisholm School.

Our school is a dynamic and heavily oversubscribed all-through academy which covers an age range from 4 to 19. The school caters for over 2100 students across our Primary phase, Secondary phase, and Sixth Form. The school has an incredibly talented and motivated staff body and a supportive, bright, and extremely well-behaved student body.

We are currently seeking a Design Technology Technician within our fully inclusive, all-through learning community, your role will be to support the students in a positive attitude and approach towards their learning. The ideal candidate will be a motivated, organised individual, who enjoys working with children and is a competent user of ICT.

The department of Design Technology require a passionate, supportive, organised inspirational technician. The successful applicant will join a dedicated Technology team of specialists who are passionate about continuing to achieve success and encourage excitement around the subject. The area is extremely well resourced and benefits from state of the art, purpose – built facilities.

The school is currently rated as 'Good' with 'Outstanding' features by Ofsted. Our early years foundation stage provision is judged to be outstanding.

We continue to improve and aim to become one of the highest performing schools in the Northamptonshire area. We are a "High Performance Learning School" and in November 2021, we obtained the "High Performance Learning, World Class School Award". We are now part of the HPL global fellowship and collaborate with schools both locally and internationally.

My vision for the school is that it becomes a centre of excellence in developing innovative teaching as well as being a school that focuses on developing success, confidence, and ambition in all our students. It is therefore important that the successful candidate has a true passion and determination for improving attendance across the school and enabling students to fulfil their potential.

If you feel that our school ethos fits your ambitions, we would very much like to hear from you. This position is available to start in April 2025.

Regards,

A handwritten signature in black ink, appearing to read 'D J' followed by a long horizontal stroke ending in an arrowhead.

David James  
Principal

## Our school

We are an oversubscribed, academically successful all-through school that strives to develop young people into ambitious, extraordinarily successful, happy, and resilient young adults.

Being an all-through school has a number of benefits for staff, students and parents; children to stay settled, staff can work together across all phases and parents can be assured with a consistent approach to their child's education.

We make learning enjoyable from reception right up to the sixth form. We provide a challenging academic curriculum, coupled with an incredibly supportive pastoral system that values the strengths and talents of the individual student. Our purpose built, modern facilities, provide students with a wealth of exceptional learning spaces, including specialist science laboratories, drama and music studios, a dedicated sixth form study centre and so much more.

Since our opening in 2004, we have progressed as a school to offer both excellent facilities and teaching. We are an Ofsted rated Good school and in 2021, we secured the prestigious World Class School Award following the High Performance Learning philosophy.

## Our vision for the future

Our ambition is to become a top 10% school nationally, in all that we do. We are currently working well above this target in a number of areas and, with the help of our whole school staff body which you could be a part of, we continue to strive towards this goal against all measures to become one of the highest performing schools in the country.

*"Pupils are well supported for their next steps in education and training.  
Opportunities for extra-curricular activity are highly regarded."*

Ofsted, 2020

# Our vision and values

Our school is a safe, secure, and inspirational learning environment at the heart of our community where everyone is equally valued and respected - a community built on:

## Ambition

By developing the school culture, where everyone:

- strives to be the best they can become
- aspires to ambitious goals
- nurtures and supports

## Confidence

Where everyone develops self-belief by:

- overcoming challenges
- taking calculated risks
- upholding our shared values

## Success

Where everyone is inspired to:

- become a high performing learner
- embrace a range of rich and diverse opportunities
- celebrate achievement in all its forms

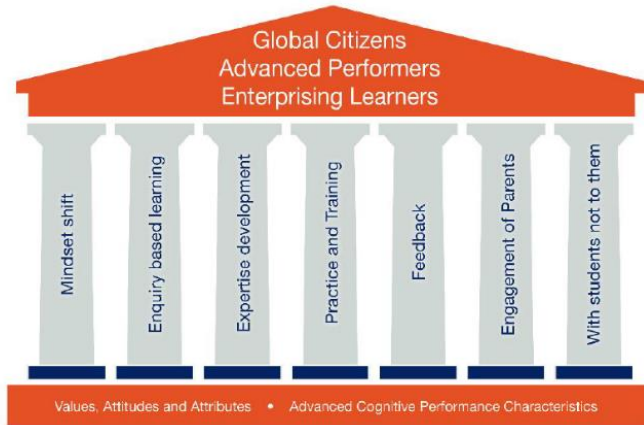
Our school ethos 'Everyone, Every Lesson, Every Opportunity' carries across all phases of our school. If our ethos fits with your ambitions, we would very much like to hear from you.



# High Performance Learning

Our approach to Teaching and Learning is driven by the “High-Performance Learning Framework”. The framework is a practical method for schools and teachers to develop their students' intelligence. At the basis of the framework are the “Advanced Cognitive Performance Characteristics (ACPs)” and “Values, Attitudes and Attributes (VAAs)” that students can develop to become high performers.

## The 7 Pillars of High Performance



The background to the “High-Performance Learning” philosophy is our growing understanding of how to create more high performing students. This requires a decisive move away from expecting only a small proportion of students to be able to achieve academic success and towards expecting high performance to be the norm in the school.

We are proud to be awarded the World Class School for High Performance Learning (HPL) award, prestigious, globally recognised award that celebrates the achievements of schools which are amongst the best in the world. Achievement of the award is a confirmation of the school’s ability to provide an exceptional level of education for its students; using the High-Performance Learning approach to enable them to reach high levels of academic performance.

- We believe that everyone in the school, regardless of background or starting point, can achieve the highest academic standards.
- Every member of staff works hard to ensure that students will be equipped with the values, attitudes and attributes that will serve them well in their next endeavours - be that university, apprenticeship, the workplace, and their lives.

Staff joining are given CPD and support to help them implement the High-Performance Learning Framework in their own classroom as part of our induction programme.





# Job description: Design Technology Technician

Reporting to: Faculty Lead

Hours per week: 32.5 hours per week, 39 weeks per year (term time plus training days)

Salary: Grade F

Actual Salary: £16,544 - £16,808 depending on skill set.

(A higher salary is paid for those with post 5 years continuous service)

# Main duties and responsibilities

The successful candidate will be responsible for keeping the workshops well organised, prepare materials and resources ready for teaching.

- Set up the Technology classrooms for the safe and efficient management of resources required for Technology Teaching.
- Organise and maintain Design Technology equipment and resources.
- Assist with presentation and display in the Design Technology Area
- Responsibility for keeping the workshops and machines maintained
- Support the Technology team in developing a successful, purposeful subject area
- Initiate, build and maintain good working relationships with staff, students, parents and all other school users

## Working with resources

- Manage the organisation and production of suitable resources for Design Technology lessons including stock taking and safe storage
- Manage the storage of materials required for Design Technology lessons, including all materials, following all health and safety procedures
- Cut to size wood, metal and plastics following all appropriate health and safety procedures.
- Carry out routine maintenance of smaller Design Technology resources e.g. (hand tools and small power tools etc)
- Operate ICT equipment and help with reprographics for Design Technology as required
- Keep records as required for health and safety purposes
- Work with the staff to ensure that the department's inventory of resources and equipment is kept up to date


## Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of students, including sharing concerns where necessary
- Promote the safeguarding of all students in the school

## Notes:


Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.



A young tree with vibrant green leaves stands in a schoolyard. In the background, a wooden structure with a blue canopy is visible. The scene is bright and sunny.

*“This is a “World Class” school that is keen to progress further. In fact, I think it is a ‘wow’ school that could be a real beacon for how HPL can impact on learning in an Academy.”*

Russel Ellicott – HPL accreditor

A circular black plastic seating area with a tree in the center. The seating is made of several black plastic rings. The tree is supported by a wooden stake. The ground is covered with small stones and grass.

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# Person specification

Essential / Desirable	Requirements
	<b>Experience</b>
D	Experience in working with children/young people
E	Experience in handling Design Technology materials and preparing materials (wood, metals or plastics)
E	Experience in working within health and safety guidelines in the workshop
E	Experience in the use of cutting and shaping equipment for wood, metal or plastic
D	Experience in working to an agreed performance level and taking part in performance reviews
D	Experience in supporting colleagues in a team
	<b>Personal Qualities</b>
E	Able to demonstrate outstanding interpersonal skills
E	Able to be an effective team player
E	Able to work effectively with diverse groups of people
E	Positive and caring approach to pupils
E	Able to show initiative and flexibility
E	Able to organise time efficiently and work to deadlines
	<b>Education, training and skills</b>
E	Good education with minimum of grade 4/C pass in GCSE English and Maths or O Levels at Grade C or above.
E	Competent in the use of CAD and Manufacture to a level appropriate to the post applied for
E	Able to communicate effectively using both the spoken and the written word
E	Ability to prioritise own workload and make decisions for the best outcome for the role.
	<b>Applicable to all staff</b>
E	Undertake training as required to fulfil the requirements of the role
E	Genuine interest in the education of young people and ability to contribute more widely to the life and community of the school
E	Play an active role in terms of safeguarding all students and adults

## Our benefits

Caroline Chisholm School offers a series of generous benefits to include:

- We follow the national terms and conditions for Teaching and Support staff
- Excellent pension scheme
- Access to our Employee Assistance Programme (EAP) which provides free confidential counselling, legal advice and a range of different support mechanisms
- Tailored CPD/professional development based on the needs of the individual and the department to ensure every employee reaches their full potential
- Our CPD also carries a reward package where successful completion of CPD secures a day off in term time
- All employees receive regular rewards and recognition for their efforts
- A variety of family friendly and flexible working polices
- Eye care vouchers
- Access to our free on site gym
- Discounted nursery fees for the on site nursery
- Fully subsidised lunch on all our training days
- Complimentary tea/coffee and squash

We are proud to announce our recent success in obtaining the Wellbeing Award for Schools (WA

## Safeguarding

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post will be subject to an Enhanced DBS Disclosure. All applicants should read the school's Child Protection and Safeguarding Policy (which is available on our website) and are required to declare any information, as requested, on the online application form.

## How to apply

To apply, please download the application form and attach a supporting statement to tell us about your experience and suitability for the post with reference to the job description and person specification.

An on-line search will be conducted for all shortlisted candidates prior to interview.

If you have any immediate questions, or you are interested in visiting the school prior to application, please do not hesitate to email Jane Trevellick, Payroll and HR Coordinator via: [jtrevellick@ccs.northants.sch.uk](mailto:jtrevellick@ccs.northants.sch.uk)

Please note that all applications must be submitted by **midday Friday 25<sup>th</sup> April 2025**

If you have not heard from the school within 2 weeks of this deadline, please assume that your application has not been successful on this occasion. References will always be requested before interview.

## Interview

Interviews for the post will take place **week commencing 28th April 2025**

The school reserves the right to interview strong candidates at an earlier date to ensure we secure the best person for the post.





# Caroline Chisholm School



Ambition Confidence Success  
Everyone Every Lesson Every Opportunity

Principal: Mr David James

Vice Principals: Mr Andrew Fisher, Mrs Elizabeth Husband, Mr Gary Wakefield

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Twitter: [@CCS\\_UK](https://twitter.com/CCS_UK)

