

A great place
to work

Candidate Pack



**Cedar Mount
Academy**

BRIGHT FUTURES EDUCATIONAL TRUST

**Art &
Technology
Technician**

Overview of the role



Cedar Mount
Academy
BRIGHT FUTURES EDUCATIONAL TRUST

This is an exciting and rare opportunity to join our wonderful school. We are looking for a Art & Technology Technician to join our team of committed staff who believe that every child can achieve their potential. This role is crucial to ensure that we offer our students the very best opportunities, making CMA the place to be!

Our school is a fantastic place to work. We have been on a strong journey of improvement and are ambitious about our next steps. We are a team of staff and students who are working together relentlessly to ensure a world class education for all our students.

You will benefit from supportive colleagues, a forward looking Executive Leader, Principal and a supportive Trust with engaged and supportive parents. Most importantly, we have truly incredible students. In short, we have a very warm and welcoming school team.

We are open, supportive and flexible with high-quality CPD opportunities through our Teaching School Hubs and Professional Development Institute where we are able to harness the very practice.

The full job description and person specification are at the end of this pack.



Bright Futures



Bright Futures Educational Trust (The Trust) is a multi-academy trust set up in 2011. The Trust is made up of a richly diverse group of schools in Greater Manchester and Blackpool. We are passionate about working together within and beyond the Trust to achieve our aspirational vision: 'the best for everyone, the best from everyone'. We are an organisation that is underpinned by values of: Leadership, Integrity, Passion, Community, Equality and Resilience.

In everything we do, we remember that we are accountable to the children, families, and communities that we serve.

Leadership



Integrity



Passion



Community



Equality



Resilience



Acre Hall
Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Altrincham Grammar
School for Girls
BRIGHT FUTURES EDUCATIONAL TRUST



Barton Clough
Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Cedar Mount
Academy
BRIGHT FUTURES EDUCATIONAL TRUST



Elmridge
Primary School
BRIGHT FUTURES EDUCATIONAL TRUST



Lime Tree
Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST



Melland
High School
BRIGHT FUTURES EDUCATIONAL TRUST



Marton Primary
Academy and Nursery
BRIGHT FUTURES EDUCATIONAL TRUST



Rushbrook
Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST



The
Orchards
BRIGHT FUTURES EDUCATIONAL TRUST



Stanley Grove
Primary Academy
BRIGHT FUTURES EDUCATIONAL TRUST

Our schools have their own identities, form one organisation and have one employer, Bright Futures Educational Trust. Bright Futures' Board of Trustees maintains strategic oversight of the Trust and delegates some of its responsibilities to the Executive Team, Principals and local governing bodies. We place a high value on integrity and probity and take seriously our accountabilities for making the best use of public money. How decisions are made is described in our delegation framework. You can find out more about the Trustees and the Executive Team on our website: [About Us - Bright Futures Educational Trust \(bright-futures.co.uk\)](http://bright-futures.co.uk)

The Central Team includes the Executive Team: Lisa Fathers, CEO ; Anna Sharpley, Chief Finance & Operations Officer; Sarah Schollar, Director of Education and Jayne Carmichael, Director of Professional Learning & Partnerships.

The focus of these roles is to work with schools, providing high-quality and timely guidance, leadership, challenge and support. In addition to the Executive Team, we have central operations for finance, communications and marketing, HR, educational psychology and digital technologies. Please see our website brochure which explains our central operations: [Why-Join-Bright-Futures](http://bright-futures.co.uk)

Professional Development Institute

Bright Futures Professional Development Institute is another important outward facing component of our organisation.

Underneath this umbrella we have several hubs. [Bright Futures Training](#) which provides school improvement services and CPD to over 700 schools, a North West Maths' Hub [NW1 Maths Hub](#), providing mathematics training and coaching to 500 schools, and a SCITT (School Centred Initial Teacher Training) [Bright Futures SCITT](#), which is the largest in the North West. Within the Development Institute, Bright Futures also has two [Teaching School Hubs](#), serving Manchester, Stockport, Salford, and Trafford. [Bright Futures Send Outreach](#) is another service which we provide across the North West. We have also been designated as an Early Years Stronger Practice Hub to work across the North West as the [Bright Futures Early Years Hub](#).



Collaboration and strong relationships form one of the 'commitments' in our Strategy and all components of the Bright Futures' family work closely together. Our Strategy was developed collaboratively and can be found on our website: [Our Strategy](#).

Cedar Mount Academy

A BRIEF HISTORY AND BACKGROUND INFORMATION

Cedar Mount Academy opened in 2000 and is co-located with Melland High School, an outstanding special school which is also part of Bright Futures Educational Trust as is Rushbrook Primary Academy which also shares the campus.

VISION, VALUES AND CULTURE

Vision

The best for everyone, the best from everyone

Mission

To foster an inclusive community, built on strong relationships, shared values and rich diversity; where all individuals have a sense of belonging, which enables them to flourish. Making CMA the place to be. Through education, we nurture excellence, build powerful knowledge, develop character and instil a life-long love of learning and self-discovery. Our young people leave us ready to take their place in the world and make a positive difference.

Values

Our key values have been chosen to allow students and staff to achieve things they never thought they could.

Kindness: We think of others and act in a way that benefits our whole community.

Hard work: We always try our best- this is crucial for success

Resilience: We embrace challenges, take risks and never give up.

Respect: We accept everyone on an equal basis and show courtesy to all. Respect begins with oneself.

Honesty: We accept responsibility for our actions. We reflect so we can learn, move forwards and grow.



This is an exciting and rare opportunity to join our wonderful school. we look for humble leaders with a strong moral purpose who believe that every child at CMA can achieve their dreams and goals.

Our school is a fantastic place to work. We have been on a strong journey of improvement and are ambitious about our next steps. We are a team of staff and students who are working together relentlessly to ensure a world class education for all our students. You will benefit from supportive colleagues, a forward looking Principal, a supportive Trust, engaged parents and students; and a very warm and welcoming school.

We are open, supportive and flexible with high-quality CPD opportunities through our Teaching School Hubs and Professional Development Institute where we are able to harness the very practice.

OUR AIMS

The school has the following aims in offering a world class education for all students:

- To help students become the best version of themselves so they can make sense of change, and improve the world
- To provide a curriculum that enables students to be successful, to be challenged and to meet their potential
- To create an inclusive community that allows everyone's identity to be recognised, celebrated and valued, and for individuals to flourish
- To offer equity of opportunity to all members of the community so they can develop the knowledge and skills needed to go into the world and be successful
- To ensure all members of the community take responsibility for their own actions and support others to make the right choices

OVERARCHING PRINCIPLES

Education is the entitlement to powerful knowledge that takes students beyond their experiences. The curriculum at Cedar Mount Academy is designed to enable students to acquire knowledge, understanding, skills and behaviours that take them beyond their context. This is knowledge that our students may not have had access to before. These skills and behaviours enable students to become useful citizens in a global society.

Social and cultural mobility are the keys to securing high quality, lifelong, positive academic outcomes for our students and allowing them to be the best versions of themselves. We have a wonderful enrichment offer to complement the curriculum which teaches students how to behave, present themselves and represent their community.

Running throughout Cedar Mount Academy is a relentless desire for our students to be happy. We have a sophisticated wellbeing strategy. We believe our students need to be challenged to think and work hard but we 'challenge with compassion': every student will be given the opportunity to achieve academic success in a supportive and creative environment.

THE CEDAR MOUNT ACADEMY WAY

"Leaders' strong moral purpose and unwavering focus to create a positive culture for learning has transformed the school into a better place." Ofsted 2023

Cedar Mount Academy is a fantastic school. We believe that all students should learn to be the best version of themselves so that they leave school after five years as happy, caring and knowledgeable scholars.

We are a school designed to support and develop our local community, driven by our core values. Our firm belief in these values ensures our commitment to high-quality education for all students.

Parents who choose to send their children to Cedar Mount Academy know they will be giving their child an opportunity to learn in a hardworking, academic culture that brings out the best in everyone.

At Cedar Mount Academy we ensure students have access to a wide range of educational opportunities, both academic and extra-curricular, that prepare them for their future and open up their prospects for further development. We are proud to give our students authentic experiences that excite and interest them. We have notable success in sports (we are City Champions in a range of events), public speaking, drama (students have taken part in a range of performances) and much more. Students enjoy many trips, visits, and residential opportunities, enabling them to enjoy the very best experiences so they thrive in all they do.

We are a diverse and multicultural community where differences are celebrated and where students are given high quality pastoral care from our wonderful staff team. The school offers a vibrant, studious, calm and welcoming environment. Ofsted said this year (2023): "...the school is like a second family".

We have been on a strong journey of improvement and are ambitious about our next steps. Leadership is strong and ambitious, and the curriculum work has been extensive. Our last inspection in April 2023 gives us much to celebrate with three areas of school judged as securely 'Good':

- Leadership and Management – Good
- Behaviour and Attitudes – Good
- Personal Development – Good

Exciting work is underway to embed the curriculum work and secure 'Good' for the 'Quality of Education'. This is an exciting time to join our thriving school community and we are proud of the difference we are making to children's lives.

"Cedar Mount is a welcoming and inclusive school. Pupils share highly positive relationships with staff and their peers. They know that staff care deeply for them. This helps pupils to feel happy and safe in school. Pupils say that the school is like a second family" and "Leaders have developed a rich, varied and ambitious curriculum. Pupils enjoy learning new knowledge and ideas".

Further information about the school can be found on our website: <https://cedarmount.bright-futures.co.uk/>

Why work for us?

We offer a great opportunity to join an organisation which really lives its values. Our working environment is very inclusive and whilst you can expect to be challenged in your role, you will be supported through professional learning, and treated fairly and with dignity and respect. Please see the Equality, Diversity, and Inclusion statement on our website.

Terms and Conditions

Salary	NJC scale points 7 - 11 (Bright Futures Grade 4). The full-time equivalent pay is £26,403, rising to £28,142 per annum. The actual pay based on the working pattern below is £22,709 - £24,204
Working weeks	This is a great opportunity for flexible working as the role will work 39 weeks during school term-time including five school based training days (INSET).
Hours	36.25 hours per week; 8:15 - 4:00pm, Monday to Friday 7 ¼ hours per day with a half hour lunch break
Pension	Local Government Pension Scheme
Other	We offer salary sacrifice schemes for purchasing bikes used for travel to work and technology for personal use, through monthly interest free salary deductions. We also offer opportunities for professional development.



Bright Futures
EDUCATIONAL TRUST
The best for everyone, the best from everyone

A Great Place to Lead

At Bright Futures we offer endless opportunities to lead:

- Leadership coaching
- National Professional Qualifications (NPQ) and Early Career Framework (ECF) facilitation
- System leaders e.g., National Leaders of Education (NLEs)/Specialist Leaders of Education (SLEs)
- Involvement with school-to-school reviews
- Mentoring Early Career Teachers and trainee teachers
- Networks



How to apply

We can only accept completed application forms, rather than CVs. This is because the regulatory guidelines of Keeping Children Safe in Education (2021), require us to check various details of job applicants and an identical application format for each candidate enables us to do this. We use a process that does not identify personal characteristics to the shortlisting panel. This is part of our commitment to equality and diversity.

NO AGENCIES PLEASE.

Our application form is available online, along with the disclosure of criminal background form. The portal link is: <https://mynewterm.com/school/Cedar-Mount-Academy/138097>

Alternatively, you can click Apply Now on this role via the current vacancies page of our website.

Closing Date: Friday 18 September 2026

Start date: As soon as possible

You will be notified after the closing date whether you have been shortlisted.

Keeping Children Safe in Education

Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out and references will be sought for shortlisted candidates and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

Data Privacy

You can read the details of how we use the personal data that you provide us with in our Job Applicants' privacy notice on our website: [Applicant Privacy Notice](#).

Job Description



Cedar Mount
Academy
BRIGHT FUTURES EDUCATIONAL TRUST

Art & Technology Technician Salary: Grade 4

The role of Art & Technology Technician, who reports to the Head of DT, is responsible supporting the subject area to deliver and organise a relevant and engaging curriculum, including extracurricular opportunities and activities.

The post holder will ensure the safe and organised delivery of the technology and art curricula as part of the transformational journey to ensure the best for everyone, the best from everyone.

The Technology and Art Technician will be an organised, successful and experienced person able to enthuse, motivate and inspire children from socially, ethnically and religiously diverse backgrounds, with the creative and technical knowledge to support the departments [Food, DT and art]. The successful candidate will have demonstrated excellent communication skills and teamwork in their present role.

As CMA is a member of Bright Futures Educational Trust, it is expected that all members of the staff will also, where appropriate, contribute to the work of the Trust and the schools within the Trust. CMA is committed to a knowledge-rich curriculum and an inclusive ethos that offers equity of opportunity and actively fights against discrimination in all its forms.

Excellent progress and achievement for all pupils.

- General responsibility for all resources and apparatus for technology and art lessons or extra-curricular activities, having an oversight of equipment booking, cleanliness, safety, repair and maintenance of all department equipment
- Distribution of all class trays with appropriate materials to the relevant rooms at the start of each day and relocation to the prep room at the end of the day
- Organisation of trays for each class and teacher throughout the year, including necessary photocopied resources, and distribution of all class trays with appropriate materials to the labs at the start of each day and relocation to the prep room at the end of the day in anticipation of their use
- Setting up and supporting practical lessons and demonstrations as required, and the advising of staff on use of new or unfamiliar equipment
- Organisation of the storerooms to provide a safe working and storage environment
- Support of safe working in the department, personal safe working and issues of safety in procedures suggested by others. The use HAZCARDS and CLEAPSS and ASE publications appropriately.
- Checking all rooms during and at the end of every day, for agreed safe working
- Supporting or acting as a first aider for the academy
- Supporting the maintenance of academy displays around the building
- Any reasonable request as directed by the Head of Department

An environment where our people are valued

- Working professionally and effectively as part of a specific and wider Academy staff team
- Fully engaging with the academy appraisal process, striving to continually improve and engaging with any CPD opportunities made available

Financial Viability

- Maintaining the annual audit of materials and liaising with the Heads of Department and class teachers regarding the ordering of materials and apparatus
- Maintain the records and arrival of new and current equipment and textbooks in the department

Robust governance and systems and processes

- Support the head of technology through any other reasonable duties to support the working of the department
- Support the head of creative arts through any other reasonable duties to support the working of the art department

Community

- Be a visible presence for colleagues, pupils, parents and the local community and sustain effective and positive relationships, including acting as a form tutor.
- A commitment to safeguarding and protecting the welfare of children and young people.
- Play a full part in the life of the Academy, to support its distinctive mission and ethos, including contributing to any extra-curricular Science activities.
- Any other reasonable tasks as directed by the Principal.

Person Specification

Category	Essential	Desirable	Means of Identification
Qualifications, Education, Training	• Appropriate academic qualifications to at least GCSE standard • A willingness to be first aid trained	• Post-16 or degree level qualification	Application Certificates
Relevant Experience	• Previous experience of setting resources/materials/equipment and tools for experiments or lessons • Experience of effective teamwork and the ability to work under supervision and individually as required • Experience of a good level of organisation working to tight deadlines • Knowledge of computers/ICT systems • Excellent communication skills in order to relate well to students and adults • Evidence of making use of opportunities to develop knowledge, practice and skills	• Experience of working in a school environment • Previous experience of working with secondary age students • Understanding of the national curriculum	Application Interview Tasks References
Other	• A passionate commitment to develop the best in young people • A positive mindset focused on solutions • A commitment to further training and a willingness to participate in relevant CPD • Willingness to be engaged in partnership and community activities • Commitment to the vision and values of the Academy and the Trust • A positive approach to challenges, which seeks solutions to problems and addresses difficulties with cheerfulness and good humour • To be prepared to work flexibly, outside the usual Academy hours		Application Interview Tasks References

Safeguarding	• Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people	• Knowledge of 'Keeping Children Safe In Education' (KCSIE) and 'Meeting Digital and Technology Standards in Schools and Colleges' government guidelines	Application Form Interview Task
Our Values	• Kindness • Hard work • Resilience • Honesty • Respect		Interview Tasks
Pre-Employment Screening	• Enhanced DBS check • Two satisfactory employment references, from the last two employers • Evidence of the right to work in the UK • ID Check • Online Screening • Section 128 checks		