



**The Axholme Academy**  
**Recruitment pack**  
Design & Technology  
Technician  
September 2026

# Contents

Principal's Welcome	2
Recruitment Process Details	4
Job Description	6
Person Specification	8
The Axholme Academy Vision and Mission	10
Strategic Planning	11
Staffing	12
Teaching and Learning	15
Curriculum	16
Workload and Wellbeing	17

## Welcome from the Principal



## Welcome to The Axholme Academy

Our mission is to provide the highest standards of all round education for every student so that students at The Axholme Academy go 'Beyond Expectations'.

We focus on our students being Ready and Able to Learn and thus be highly successful and independent. At The Axholme Academy we believe that every student really does matter and every student really can achieve. No student at The Axholme Academy is seen as a statistic or can be 'lost amongst the crowd' - each student is most definitely known and valued as an individual. The Axholme Academy will provide exactly the type of education and opportunities for your son or daughter to flourish and be successful in life.

Our students are simply fantastic - they are ambitious, independent, thoughtful and responsible. The Axholme Academy has an extremely dedicated, talented and conscientious team of staff who work together to provide a high standard of teaching, excellent pastoral care and professional support services.

Success at The Axholme Academy is achieved through the energy and commitment of students and staff working closely together and also through strong relationships with

parents and carers. We match the curriculum studied closely with the talents, abilities and ambitions of our students so that individual excellence will be achieved.

Principal – Mr D Keogh  
An 11-16 Academy  
NOR: 535

The Axholme Academy  
Wharf Road  
Crowle  
North Lincolnshire  
DN17 4HU

Tel: 01724 710368  
Email: [hr@theaxholmeacademy.com](mailto:hr@theaxholmeacademy.com)  
Website: <https://www.theaxholmeacademy.com/>

## Recruitment Process Details

### Design & Technology Technician

We are looking to recruit a Design and Technology Technician for 6 hours per week term time only. This role is to provide a practical service to teaching staff through the maintenance, preparation and provision of equipment and materials to enable students to undertake design and technology learning activities, projects and examination work.

We'd like to hear from candidates who are:

- Organised and able to manage time effectively within a busy school environment
- Practical, hands-on, and confident working with a range of tools, materials, and equipment
- Proactive and able to use initiative when preparing resources and solving problems
- Committed to safeguarding and the well-being of everyone at the school

Applicants with experience and qualifications as well as applicants with a desire to start a career in this field will be considered. What is important to us is that we appoint someone who is totally committed to the post and can demonstrate the ability to consistently support our quality first Teaching and Learning across the academy.

In return, we can offer:

- a positive and supportive working environment focused on student progress and achievement with a relentless focus on going 'Beyond Expectations'.
- An exciting opportunity to join an academy with a fantastic cohort of students and a highly supportive staff and leadership team.
- Training and CPD opportunities.

The Axholme Academy is an ambitious, forward thinking and friendly Academy serving the market town of Crowle and surrounding villages. We are increasingly becoming the first choice school for parents in the local area, not just those in our traditional catchment area of the market town of Crowle and surrounding villages but also those traditionally catered for by different local authorities. This has led to us increasing the number of students on roll year on year which in turn has enabled us to increase the number of staff that we employ thereby further improving the quality of our provision. As such the Academy is now oversubscribed in the majority of year groups.

In March 2023 Ofsted confirmed that The Axholme Academy continues to provide a good education for students. Please find the report attached [HERE](#).

In order to make an application please visit the vacancies section on our website [www.theaxholmeacademy.com](http://www.theaxholmeacademy.com) where you will also find further information about the Academy. Applications should be e-mailed to [hr@theaxholmeacademy.com](mailto:hr@theaxholmeacademy.com)

If this post attracts sufficient interest before the closing date, we may decide to close this vacancy at an earlier date, so an early application is advised.

Visits and informal discussions with the Principal and/or Business Leader are very welcome; please call or e-mail the Academy to arrange.

The Axholme Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Any offer of employment to this post will be subject to receipt of a satisfactory Enhanced Disclosure from the Disclosure and Barring Service.

**Start Date:** September 2026 or sooner

Closing Date: 6th May 2026 12pm

Shortlisting : 6th May 2026

Interviews: TBC

## Job Description

**Job Title:** Design & Technology Technician

6 hrs per week, term time only, to be flexible to work around curriculum timetabling

**Remuneration:** Grade 5 SCP 6 Actual Salary £3,512

**Reporting to:** Head of Technology, SLT, Principal

### Core Role/Activity

1. To be a Design & Technology Technician at The Axholme Academy
2. To work to the best of ability at all times
3. To work towards the Academy vision

### Core Responsibilities

1. Safe usage, inspection, operation, cleaning and minor repairs maintenance of Design and Technology workshop equipment, associated tooling and hand tools. Replace serviceable items, construct and develop benching aids, jigs and fixtures and undertake planned maintenance programmes.
2. Prepare a range of materials and set up machinery and equipment, including special operations, for design and technology lessons, practical work, experiments, demonstrations, and project coursework as part of GCSE Design and Technology.
3. Set out and clear away materials and equipment, prepare audio/visual aids as required by school teaching staff, and assist in the production of resource materials and teaching aids such as worksheets, plans and drawings for classroom project work.
4. Demonstrate and provide hands-on practical student instruction in correct usage and application of workshop machinery and tools and work with students on project work in a supporting role under the direction from teachers
5. Control stocks of materials and equipment, maintain an inventory and provide guidance and recommendation for the identification, specification and purchase of school design and technology materials and equipment under the direction of subject leader / Head of Department
6. To assist in the ordering of materials and equipment
7. To carry out weekly material and equipment checks and report to the Head of Department.
8. To be proficient in the use of the range of DT equipment and provide technical support to meet the needs of the academy
9. Carry out weekly Health and Safety checks on all equipment and machinery, log all checks and report directly to the Head of Department / Subject Leader
10. To take part in staff training and CPD opportunities
11. To ensure the safe storage of tools, equipment and materials
12. Dismantle projects to reuse materials

**NB : The range of duties would only include those where staff are appropriately trained and comply with the terms of the Health & Safety at Work Act 1974. It is also necessary to ensure that the requirements of the Health & Safety at Work Act 1974 and Health & Safety Guidance Circulars are fully complied with when undertaking any of the above duties.**

### **Knowledge, Skill and Experience Required**

- Knowledge of Health & Safety and COSHH Regulations
- A basic knowledge of machine maintenance and good practical skills
- Computer literate – ability to use a simple database and e-mail
- Communication skills
- Time management and organisational skills
- Flexible working approach
- Literacy and numeracy skills
- Ability to work on own initiative

### **Creativity and Innovation**

- Be proactive in identifying issues that need addressing and in problem solving
- Uses recognised procedures to cope with all kinds of problems as they arise

### **Decision Making**

- Makes decisions on when to refer matters to Head of Technology/Principal
- Communicates information effectively to teachers, other professionals and students whenever the need arises
- When working out of sight of colleagues periodically checks to reassure them and self about personal safety

### **Contacts and Relationships**

- The post holder will come into contact with students, teachers, contractors and visitors
- Support for students within the school

### **Work Demands**

The postholder will be required to carry out tasks with normal physical effort

### **Working Conditions**

The post holder will be based in a well-lit and ventilated academy environment

### **Work Context**

- At risk of exposure to cleaning materials and dust/dirt.
- Works in areas out of sight of colleagues for periods, including periods of lone working.

- Work involves interacting with the community, staff, students, parents and other relevant agencies to The Axholme Academy, which may involve complex, sensitive and confidential issues and can on occasions be confrontational

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the Academy at the reasonable discretion of the Principal.

## Person Specification

### Design & Technology Technician

ATTRIBUTES	REQUIREMENTS	
	<i>Essential</i>	<i>Desirable</i>
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Willingness and ability to obtain and/or enhance qualifications and training for development in the post</li> <li>• Good standard of education - at least at a basic level</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Safety Regulations knowledge</li> <li>• First Aid qualification</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Proven experience of workshop equipment</li> <li>• Working on a self motivation basis as well as being a team member</li> <li>• Working under direction</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working within a school setting</li> <li>• Health and Safety Regulations knowledge</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Excellent organisational and time management skills</li> <li>• Ability to respond to, and prioritise, incidents as and when they occur in a calm and professional manner</li> <li>• Ability to deal with paperwork (ie timesheets, maintenance check sheets)</li> <li>• Ability to maintain confidentiality at all times</li> <li>• Written and verbal communication skills</li> </ul>	<ul style="list-style-type: none"> <li>• Basic knowledge of child protection legislation and procedures</li> <li>• Knowledge/experience of COSHH, manual handling, DIY, cleaning and Health &amp; Safety Regulations</li> </ul>

## The Axholme Academy Vision and Mission:

At The Axholme Academy we aim to achieve excellence in all aspects of school life through high quality teaching and learning, a creative and challenging curriculum, and an ethos of support, in order to develop independent learners who are well prepared for the next stage of their lives.

*'Every learner is ready and able to go beyond expectations.'*

We achieve our vision through quality first teaching and a 5 year learning journey which enables every learner to be :

- Confident
- Ambitious
- Independent
- Resilient
- Responsible
- Aware
- Thoughtful
- Involved
- Reflective

We provide opportunities for every learner to achieve their best possible outcomes, make a positive contribution and be prepared for their future learning and life.

To achieve our vision we will:

- All share a relentless drive to improve the academy
- Have the highest expectations of all students and staff
- Ensure all students have high aspirations
- Recognise and reward success
- Deliver consistently high quality lessons which enable students to learn well
- Develop independent learning, communication, literacy and numeracy skills across all subject areas
- Provide a creative and challenging curriculum which is personalised to meet the needs of all students
- Create a variety of opportunities to promote students' spiritual, moral, social and cultural development
- Provide excellent information, advice and guidance to fully prepare students for their future education, employment and training

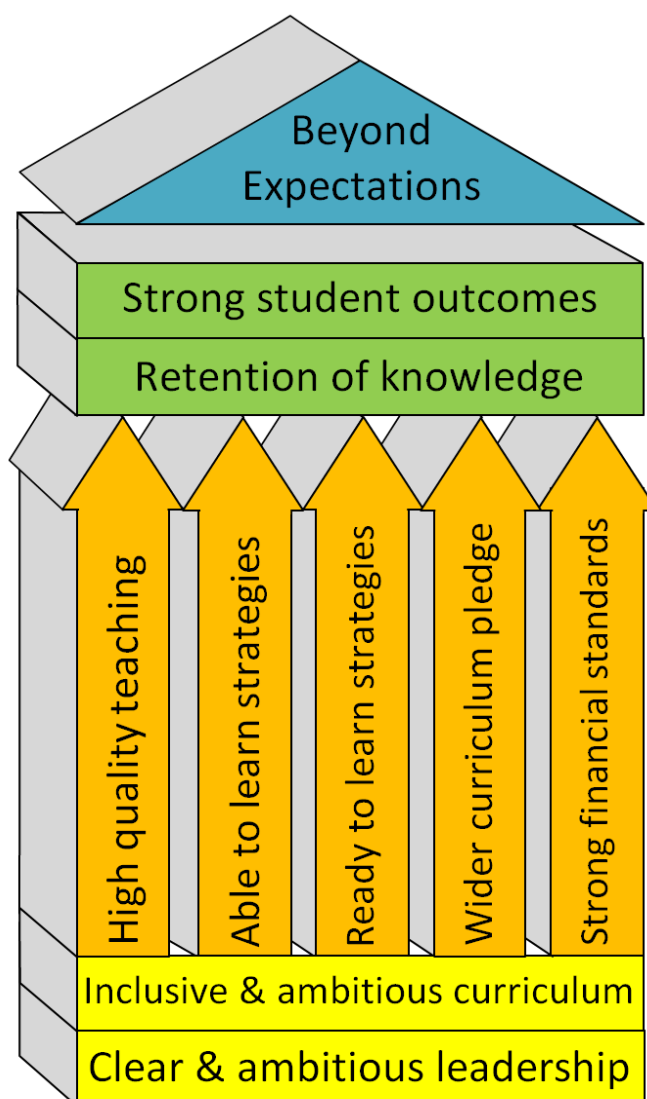
- Work with parents, carers, other schools and the wider community to provide the best opportunities for all students

## Strategic Planning

### Improvement Priorities 2022/23

Enable students to retain knowledge, make at least good progress in all subjects and gain the qualifications and cultural capital to succeed in life by:

- Embedding an ambitious, broad, well sequenced and structured curriculum
- Further improving the quality of teaching through the consistent use of high impact evidence based approaches
- Further improving students' readiness and ability to learn



## Staffing

Senior Leadership Team		
<b>Principal</b>	Damien Keogh	
<b>Vice-Principal</b>	Ben Creasy	
<b>Assistant Principals</b>	Liane Cooke Kate Causier	
<b>Business Leader</b>	Sophie Leggott	
Teaching and Educational Support Staff		
Subject	Subject Leader	Teacher
<b>Mathematics</b>	Dawn Robinson	Anna Brown Brett Pendrey Stephen Whitter Lisa Woodhall
<b>English</b>	Cat Mann	Rachel Aisbitt Kerrie Grantham Peter Kench Jane Laird
<b>Science</b>	Marie Miriello	Zoe Hall Mick Liddle Anne-Marie Pendrey Brett Pendrey
<b>Humanities</b>	Natalie Henderson	Cheryl Carter (Geography) John Hardy (History) Richard Thorpe (History) Dan Wayte (Religious Ed) Ben Jones
<b>Creative Arts</b>	Hayley Childs	
<b>MFL</b>		Kate Causier Kristen Patrick
<b>Technology</b>	Nathan Mills (ICT)	Liane Cooke (Textiles) Anne-Marie Pendrey (Food) Ben Creasy (Computer Science)

<b>Physical Education</b>	Lee Mason	Emma Winder Leah Underwood Julie Harrison	
<b>Teacher</b>	Emma Leigh	<b>Complementary Studies</b>	Emma Winder
<b>Vocational Lead</b>	Lee Mason	<b>Careers</b>	Anna Brown

### Pastoral Staff/SEND/Support Staff

<b>DDSL</b>	Doreen Millward	<b>Ready to Learn Leader</b>	Ami Burton
<b>KS3 Ready to Learn Manager</b>	Samantha Ackroyd	<b>KS4 Ready to Learn Manager</b>	Danielle Shipman
<b>KS3 Able to Learn Leader</b>	Dan Wayte	<b>KS4 Able to Learn Leader</b>	Cheryl Carter
<b>SENDCO</b>	Julie Harrison	<b>Deputy SENDCO</b>	Emma Leigh
<b>HLTA</b>	Louise Parish	<b>Cover Supervisor</b>	John Hardy
<b>Teaching Assistant</b>	Steph Parkinson Diane Nunns Hayley Coel	Alex Finnegan Dan Leggott Anne Fisher	Lewis Nicholls Nicola Stockdale Evie Chafor

### Administrative and Support Staff

<b>Finance/HR Officer</b>	Amanda Audifferen	<b>Site Supervisor/ DT Technician</b>	Darren Hague
<b>Data &amp; Exams Officer</b>	Nicky Sample	<b>Administrative Officer</b>	Kelly Boyd
<b>Attendance Officer</b>	Laura Flanagan Sam Gallagher	<b>Administrative Assistant</b>	Jo McBride
<b>Data &amp; Exams Assistant</b>	Tina Robbertze	<b>Finance/HR Assistant</b>	Rebecca Crow

<b>Administrative Assistant (SEN)</b>	Janet Kaye	<b>Communications &amp; Events Officer</b>	Ashlee Do Couto
<b>Site Assistant</b>	Mick Rudkin Pete Shipman	<b>Network Manager</b>	Alberto Legido
<b>Science Technician</b>	Teresa Turner	<b>Technology Technician</b>	Kerry McVeigh

## Teaching and Learning



## T&L Policies/Procedures

The Axholme Academy provides Quality First Teaching to ensure our students are **Able to Learn**. We believe that students are Able to Learn when:

- The curriculum and lessons are well sequenced, structured and delivered
- Students think hard about their learning within and beyond the classroom
- Students are Ready to Learn

### Approach

Our evidence based Able to Learn Lesson Cycle (appendix 1) ensures that lessons are well structured to ensure that concepts and processes are introduced, understood and embedded.

Our **6Rs Independent Learning** Framework develops students lifelong learning skills and consists of:

1. REVIEW what has been learned to identify gaps
2. RESTRUCTURE information by producing revision materials
3. RETRIEVE information from memory by self-quizzing
4. REVISIT learning that hasn't been retained over time
5. REPEAT steps 2 and 3 until learning has been retained
6. REFLECT on how effectively you are using these independent learning activities

## Curriculum

### Our Curriculum Intent

At The Axholme Academy, our '5 Year Learning Journey' is designed to ensure that every learner is ready and able to go beyond expectations. This vision underpins three pillars upon which our curriculum is constructed, these are:

#### Pillar 1: Ready to Learn (RtL)

The Axholme Academy has Disruption Free lessons and our students are Ready to Learn. Our classrooms are spaces where learning can always take place because our approach is binary - students are either Ready to Learn or they are not. Three universal principles underpin our approach:

- Every student has the right to learn without disruption.
- Every teacher has the right to teach without disruption.
- Students are either Ready to Learn or they are not.

Our Ready to Learn strategies maximise the amount of curriculum time available for teachers to teach and for students to learn.

#### Pillar 2: Able to Learn (AtL)

The Axholme Academy provides Quality First Teaching to ensure our students are Able to Learn. We believe that students are Able to Learn when:

- The curriculum and lessons are well sequenced, structured and delivered.
- Students think hard about their learning within and beyond the classroom.
- Students are Ready to Learn.

All lessons are designed using our 'AtL Lesson Cycle'. This structure ensures that learning is introduced in small chunks, modelled using worked examples, scaffolded to develop confidence and practised to develop independence. Our approach to lesson planning and delivery has been informed by Rosenshine's Principles of Instruction, an evidence based approach proven to help students know more and be able to do more.

Strengths & Gaps Reports and Reflection Workbooks to ensure that all learners are

#### Pillar 3: Wider Curriculum Pledge:

Our wider curriculum provides all students with a range of experiences to equip them with the knowledge and cultural capital they need to succeed in life. Our pledge encourages students to be: Ambitious, Aware, Involved, Responsible and Thoughtful.

## Workload and Wellbeing



The biggest asset The Axholme Academy has is its staff; the biggest asset they have is their health and wellbeing. We aim to identify ways in which we can work together to make sure our school is a safe, caring and happy place to work which enhances individual wellbeing, through personal fulfilment and professional identity.

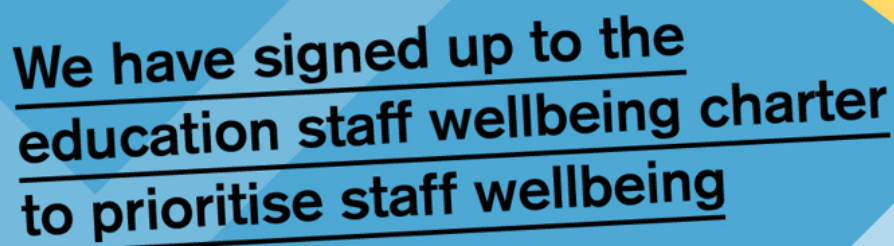
We believe that this will in turn benefit our students and our community. We spend more daylight hours in school than at home, so it is important that we can have ownership of many of the decisions that affect us and that we have agency in our working lives. Our approach to supporting staff wellbeing is detailed in our staff wellbeing policy.

At The Axholme Academy we aim to promote a healthy work-life balance for all staff, where hard work and dedication, as well as the challenges of working in the context of a one form entry school, are recognised.

We aim to do this by:

- Producing calendars of meetings, deadlines and events so that staff can plan ahead and manage their workload.
- Investing in staff CPD, including professional and academic qualifications, such as NPQML, NPQSL or Masters courses.
- Reducing workload:
  - No expectation to mark every piece of learning or write extensive comments.
  - No formal lesson observations
  - No grading of lessons

- Engaging staff in annual wellbeing questionnaires to listen to and identify their needs.
- Enforcing the rule that no emails should be sent out before 08:00, after 18:00 or at the weekends.
- There is no expectation for staff to respond to emails or carry out work outside of typical school working hours (08:00 - 18:00).
- Offering easy access to occupational health/professional mental health support where necessary.
- Offering staff meeting time to complete specific tasks, such as medium term planning, action planning and theme week planning

A blue banner with white text and an illustration of hands. The text is underlined and reads: "We have signed up to the education staff wellbeing charter to prioritise staff wellbeing". The illustration shows several hands of different colors (yellow, blue, green, pink) reaching out and overlapping.

**We have signed up to the  
education staff wellbeing charter  
to prioritise staff wellbeing**