

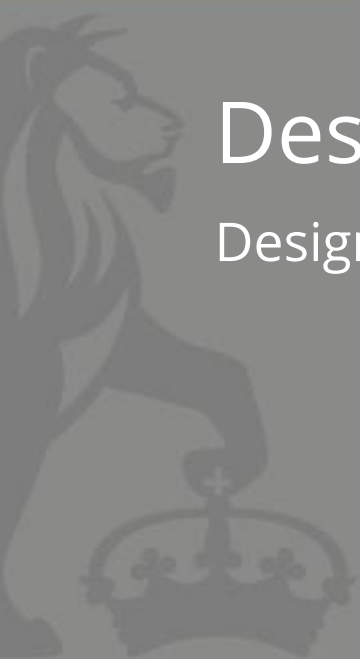


King's Academy  
Easthampstead Park



# Design Technology Technician

Design Department



*Opportunity and success on a global stage*



King's Group  
*Academies*



King's Academy  
**Easthampstead Park**

Ringmead, Bracknell, Berkshire RG12 8FS

Tel: 01344 304567

info@kgaeasthampstead.uk

**www.kgaeasthampstead.uk**

Executive Headteacher: Mr D Littlemore

Head of School: Mr M Hall

Dear Candidate,

Thank you so much for your interest in joining us at King's Academy Easthampstead Park. We are genuinely delighted that you are considering bringing your talents to our school. Choosing a new place to work is a big decision, and we hope the information provided gives you a real feel for the ambition, warmth, and strong sense of purpose that makes our community such a special place to be.

At our heart is a shared commitment to providing an exceptional education, ensuring every student can thrive both academically and personally. We truly believe that schools change lives, and we know that happens entirely because of our people. Whether you are inspiring minds in the classroom, offering dedicated student support, or keeping our school running smoothly behind the scenes, every colleague plays a vital part in our success. Here, your contribution will be valued and make a tangible difference.

Our community is anchored by our core values of Honesty, Faith, and Courage. These values actively shape our supportive culture, encouraging us to build honest professional relationships, have faith in one another's expertise, and show the courage to embrace challenges and pursue excellence together.

We are incredibly proud of the positive, respectful bonds between our staff and students. We want you to enjoy coming to work, which is why we are deeply committed to your ongoing professional development, career progression, and wellbeing. We firmly believe that when we invest in our staff, our students reap the rewards.

As you prepare your application, we encourage you to reflect on how your skills and personal values align with our ethos. We are looking for passionate individuals who are excited to join a vibrant team. We look forward to getting to know you better and wish you the very best of luck with your application.

With very best wishes,

**David Littlemore**  
Executive Headteacher

**Matt Hall**  
Head of School

[www.kingsacademies.uk](http://www.kingsacademies.uk)

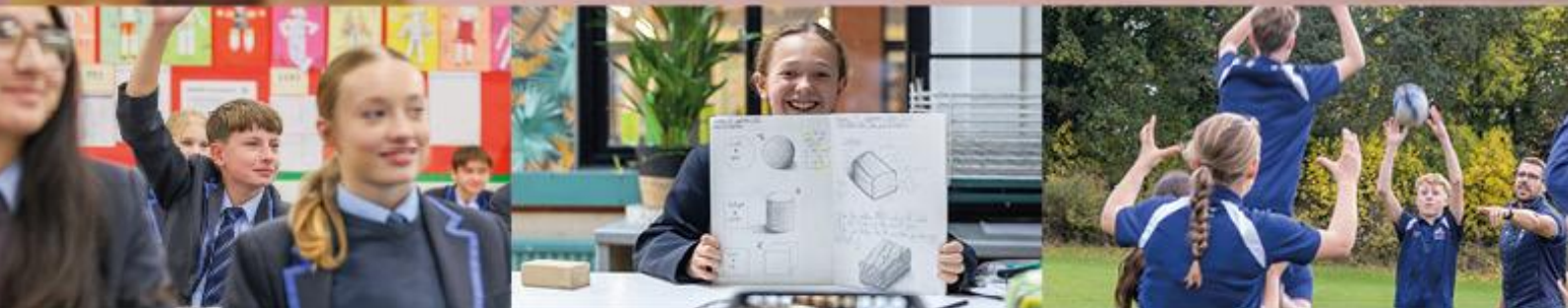
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King's Academy  
Easthampstead Park



About our school







King's Academy  
Easthampstead Park



About our school





Every student is treated as an individual  
and is encouraged to develop as a  
confident independent learner



*Opportunity and success on a global stage*



From the Sixth Form to the lower school  
King's Academy Easthampstead Park  
encourages respect, resilience and rapport



*Opportunity and success on a global stage*





Our curriculum is broad and balanced,  
so students can keep their options for  
future study as open as possible



*Opportunity and success on a global stage*





Our facilities provide students with a  
high-quality learning environment in  
which to develop their skills



*Opportunity and success on a global stage*



## Our School

King's Academy Easthampstead Park is a thriving and ambitious school, proud to be part of the wider King's Group Academies (KGA) family of schools. As a member of KGA, we benefit from a strong network of educational expertise, shared values and a collective commitment to providing outstanding opportunities for all young people. Across our academies, we are united by a belief in the transformative power of education and a determination to ensure every student is equipped with the knowledge, skills and character needed to flourish in an ever-changing world.

At King's Academy Easthampstead Park, we strive to create an environment where every student is known, valued and encouraged to achieve their very best. We believe that academic success and personal development go hand in hand, and our aim is to develop confident, compassionate and resilient young people who are prepared not only for further education and employment, but also for active and meaningful participation in society.

Central to everything we do are our core values of Honesty, Faith and Courage. These values are more than words; they are the foundation of our culture and the principles that guide our decisions, relationships and aspirations. They shape the expectations we have of ourselves and one another, creating a community built on mutual respect, high standards and a shared sense of purpose.

We encourage our students to:

**Show Honesty** – by acting with integrity, taking responsibility for their actions, and treating others with fairness, respect and kindness. We want our students to develop strong moral character and understand the importance of making positive choices, even when faced with challenges.

**Live with Faith** – by believing in their own potential and the potential of those around them. Faith at King's Academy Easthampstead Park is about hope, perseverance and a commitment to supporting one another. We foster a culture where students feel valued, encouraged and empowered to pursue their ambitions.

**Demonstrate Courage** – by embracing challenges, stepping outside their comfort zones and showing resilience in the face of setbacks. We encourage our students to be ambitious, to stand up for what is right, and to approach life with confidence, determination and a willingness to learn from their experiences.

By joining King's Academy Easthampstead Park, you will become part of a community that is ambitious for its students, supportive of its staff and driven by a shared commitment to excellence. Together, we work to ensure that every young person is inspired, supported and empowered to



become the very best version of themselves, ready to make a positive difference both now and in the future.

## **Curriculum**

*“Leaders have developed a well-sequenced and ambitious curriculum. They have established clear expectations that support a consistent learning experience for pupils.” – Ofsted 2026*

We offer a broad and balanced curriculum at KS3, enabling our students to study a range of subjects in Years 7, 8 and 9 before making a guided choice about the right pathway to follow in Key Stage Four.

In addition to studying a core curriculum of English, Maths and Science, at Key Stage Four, students pick options from an offer of both academic and vocational qualifications, preparing them for further study or training post-16. Our curriculum has been carefully designed to ensure that they have a rich experience throughout their time at King’s Academy Easthampstead Park.

Many students choose to continue their studies at our school into KS5. Each year, they are joined by a growing number of external applicants. We offer a broad Level 3 curriculum, consisting of a range of A-Level and vocational qualifications, in addition to a one-year Level 2 programme. Each year, many of our students leave our Sixth Form bound for top universities, prestigious apprenticeships and the world of work. We support all of our students to secure a future destination which closely matches their own personal aspirations.

We are well resourced and have excellent facilities. All subjects teach in dedicated and specialist accommodation, with the vast majority of teachers teaching in their own rooms. A strong foundation in literacy and numeracy underpins the curriculum, with dedicated support available for students with additional needs. More Able students are provided with stretch and challenge through a range of initiatives enabling them to make excellent progress.

## **Professional Development**

*“Leaders provide well-considered opportunities for staff to develop their expertise and to collaborate with other professionals. This helps staff to understand their responsibilities and to feel valued. Teachers at the earliest stages of their career receive appropriate training and support.” – Ofsted 2026*

We offer a wide-ranging and highly regarded programme of professional development for all our teachers and support staff. For those joining us as ECTs, we offer a comprehensive programme of support and development, including professional studies sessions and a dedicated in-school mentor. Time for training is found using INSET days and Tuesday meeting times. Through our performance management and appraisal system, we identify and match individual needs and requests to the many training and development opportunities that we offer. These include both internal and external CPD programmes, which run continuously throughout the year. Our in-house sessions and workshops take place during dedicated training time and are planned and delivered by a highly effective teaching and learning team in the school. We encourage teachers at all stages of their careers to participate in external programmes, and many of our teachers have completed the NPQM/SL qualifications. We are proud of the number of our support staff who have also



completed further training to develop their roles, including teacher training and other professional qualifications.

## **Facilities**

King's Academy Easthampstead Park benefits from a spacious and attractive campus, set within extensive grounds that provide an excellent environment for learning and personal development. Our facilities include well-equipped specialist teaching areas, modern science laboratories, dedicated creative arts spaces, and a range of sports facilities that support both curricular and extracurricular activities. Significant investment has been made in creating learning environments that are welcoming, well-resourced and conducive to high-quality teaching and learning. The campus also offers ample outdoor space, contributing to the positive atmosphere that makes King's Academy Easthampstead Park a vibrant and inspiring place to work and learn.

## **Sixth Form**

*"Teachers in the sixth form have secure subject knowledge. They understand students' needs well and make effective teaching choices that allow students to deepen their learning over time." – Ofsted 2026*

KAEP6 is a vibrant and ambitious Sixth Form community that provides students with the opportunities, support and challenge needed to thrive during this important stage of their education. Our aim is to prepare young people not only for academic success, but also for life beyond school, equipping them with the knowledge, skills and confidence required for higher education, apprenticeships and future careers.

We are committed to ensuring that every student enjoys a rewarding and fulfilling Sixth Form experience. Through high-quality teaching, personalised guidance and a wide range of enrichment opportunities, students are encouraged to develop independence, leadership skills and a strong sense of personal responsibility. We strive to create an environment where students feel supported, valued and inspired to achieve their ambitions.

Our Sixth Form is built around the vision of "Stay Close to Go Far", reflecting our belief that strong relationships, effective support and a sense of belonging enable young people to flourish. Students benefit from a close-knit community where they are known as individuals and encouraged to contribute positively to school life, while also developing the confidence to embrace new opportunities and challenges.

Alongside academic achievement, KAEP6 places significant emphasis on personal development, enrichment and preparation for the future. Students are encouraged to take an active role within

the wider school community, developing the qualities and experiences that will enable them to become well-rounded, reflective and successful young adults.

For staff, KAEP6 offers the opportunity to work with motivated and ambitious students in a supportive and collaborative environment, helping to shape the next generation of learners, leaders and professionals.

## **Support for Students**

*"Pupils' personal development and wellbeing are effectively supported." – Ofsted 2026*

At King's Academy Easthampstead Park, pastoral care is at the heart of everything we do. We are committed to ensuring that every student is known, valued and supported so they can thrive both personally and academically. Our strong pastoral system provides clear structures of care, led by dedicated and experienced staff who work closely with students, families and colleagues to remove barriers to learning and promote wellbeing. We place a strong emphasis on early intervention, positive relationships and consistent support, ensuring that students feel safe, listened to and cared for throughout their time with us. This nurturing approach enables students to build confidence, develop resilience and make the most of the opportunities available to them.

## **Behaviour and Attitudes**

*"Pupils know the importance of rules and values. They embrace one another's differences and understand why equality matters." – Ofsted 2026*

When you join us, you will find a student body that takes genuine pride in their learning and our wider community. We take a proudly traditional approach to our high expectations, encouraging our young people to take real pride in their personal presentation, their uniform, and the quality of the work they produce. Our students embrace our shared values, showing a deep respect for one another and a strong commitment to equality and inclusion. As a staff team, we nurture this supportive environment by recognising effort, using meaningful praise and rewards to celebrate their successes. This positivity is underpinned by a clear, consistently applied behaviour policy that empowers you to teach, and our students to learn, without disruption. Most importantly, we are a team that cares deeply. When barriers to learning or wellbeing arise, we work collaboratively to remove them, ensuring that every single student—including those with SEND or from disadvantaged backgrounds—receives the dedicated support they need to make strong progress from their starting points.

## **Staff Well-being**

*"Leaders are highly considerate of staff wellbeing. They ensure that workload is considered in all their decision-making." – Ofsted 2026*

At King's Academy Easthampstead Park, we recognise that staff wellbeing is essential to a positive and successful school community. We are committed to creating a supportive and respectful working environment where colleagues feel valued, trusted and able to thrive. Staff benefit from a strong culture of collaboration, clear leadership and a shared commitment to manageable workloads and professional balance. We place importance on listening to staff voice and actively



seek ways to support wellbeing through practical measures, professional development opportunities and a caring, inclusive ethos. In addition, all staff are entitled to one wellbeing day per year, which can be taken during term time, helping to further support rest and work-life balance. Our aim is to ensure that every member of staff feels part of a team where they are supported both professionally and personally.



King's Academy  
Easthampstead Park



# The Design Department









King's Academy  
Easthampstead Park



Job description





This job description forms part of the contract of employment of the successful applicant.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <b>Location: King's Academy Easthampstead Park (KAEP)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Department: Design</b> |
| <p><b>Pay Grade:</b> KGA04-4 - FTE £25,930 per annum (£13.44 per hour)</p> <p><b>Actual Starting Salary:</b> £20,311 per annum inclusive of London Weighting and Holiday Entitlement.</p> <p><b>Hours:</b> 34.5 hours per week, Monday to Friday, 8.30am to 4.00pm (including a half hour unpaid break, 3.30pm finish on a Friday). Term time only.</p> <p><i>Your break is to be taken at a time within the day to fit in with practical lessons and cleaning schedules (this may not necessarily be at the same time as the school lunch period)</i></p>                                                                                                                                                                       |                           |
| <b>Designation of Post and Position within the Departmental Structure</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                           |
| <p style="text-align: center;"><b>Executive Headteacher / Head of School</b></p> <p style="text-align: center;">↓</p> <p style="text-align: center;"><b>Head of Design</b></p> <p style="text-align: center;">↓</p> <p style="text-align: center;"><b>Design Technology Technician</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                       |                           |
| <p>The job description identifies the responsibilities attached to your post.</p> <p>This job description is subject to amendment from time to time within the conditions of employment, as the needs of the school require, but only to an extent consistent with those conditions of employment and only after consultation with you.</p> <p>All post holders are expected to support the school's vision and values and beliefs and familiarise themselves with school policies and procedures and to reinforce these with students, parents and partners where appropriate.</p> <p>All employees working with children, young people and vulnerable adults are responsible for safeguarding and promoting their welfare.</p> |                           |
| <b>Job Purpose</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                           |
| <p>Support the teaching staff by ensuring resources are prepped in line with schemes of work and support in lessons if required. Ensure that the teaching rooms are maintained to a high standard and that equipment is set up and suitable for use in class. Maintain and organise stocks of disposables. Ensure all Health and Safety requirements are met.</p>                                                                                                                                                                                                                                                                                                                                                                |                           |

## **Main Duties and Responsibilities**

- Assist the Head of Department and ensure a safe working environment for all Design staff.
- Promote and support the maintenance of a safe, orderly, purposeful and productive working environment.
- Responsible for the accurate, timely preparation and presentation of specialist equipment, resources and materials.
- Prepare equipment and materials as directed.
- Assist with the arrangements for annual maintenance and safety checks on equipment.
- Assist with displays and promote an inspiring environment, showcasing students' work.
- Contribute to the planning, development, and organisation of support systems/procedures and policies in the relevant areas.
- Undertake relevant administrative tasks, maintain records and information.
- Assist the Head of Department to manage stock levels and conduct regular audits of resources.
- Ensure the maintenance and safety of specialist equipment; undertake repairs and modification where possible and/or arrange for specialist repair when required.
- Assist others to use specialist equipment and materials and provide advice and guidance as required.
- Comply with policies and procedures relating to child protection, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person.
- Contribute to the overall aims and targets of the school.
- Undertake any other similar duties as required by the Head of School.

## **Maintain classrooms, to ensure a clean and safe learning environment including:**

- Checking condition and safety of fixed equipment.
- Assist teaching staff during practical lessons, ensuring health and safety standards are met.
- Assist with demonstrations on the use of practical equipment, tools and process to enhance hands on learning for students when requested.
- Ensuring safe disposal of all waste.
- Perform routine maintenance, safety checks and stock inventories ordering replacements as needed.

## **Assist with lesson preparation including:**

- Preparing and delivery of equipment and worksheets as requested.
- Maintain, organize and oversee the central Office / Prep Room workshop machinery and tool / material stores.
- Manage tools, equipment and raw materials across the Design Technology classrooms and storerooms.
- Organising files of worksheets, replenishing when necessary.
- Maintaining sets of test/module papers, replenishing when necessary.
- Undertaking stock control including maintaining inventories and control of materials, equipment etc.
- Providing teaching support in the classroom when required.

## **Other Responsibilities:**

- Observe health and safety requirements in terms of wearing appropriate personal clothing and footwear, and wearing any personal protective clothing and equipment supplied by the department as instructed.
- Carry out any other reasonable duties requested by a member of the departmental teaching staff, which is within the limits of competence and confidence.



## Supporting the Academy

In November 2022, we joined King's Group Academies (KGA). This has created excellent opportunities for teachers to share ideas and approaches across schools, for the benefit of our students.

At an appropriate level, according to the job role, grade and training received, all employees in the academy are expected to:

Support and embrace the aims, values, mission and ethos of both King's Academy Easthampstead Park (KAEP) and King's Group Academies (KGA) and participate in a team approach to all aspects of school life.

### **KAEP**

It takes a whole community to raise a child

### **KGA**

**HONESTY:** A workplace where everyone feels safe and able to express their thoughts and ideas.

**FAITH:** We will encourage others to have faith in their own capabilities.

**COURAGE:** We embrace diversity and champion inclusivity.

Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop.

## Safeguarding

- Ensure personal understanding of the duties and responsibilities in relation to child protection and the safeguarding of children and young people. This includes understanding of the Academy's Child Protection Policy, Safeguarding Policy and Code of Conduct.
- Ensure all issues relating to pupils are reported immediately to the delegated member of staff.
- Attend mandatory training and refreshers to ensure a personal and up to date understanding of safeguarding requirements.

## Health, Safety and Security

- Ensure a personal awareness of and compliance with, policies and procedures related to health and safety, security, confidentiality and data protection.
- Ensure concerns are reported immediately to the delegated member of staff.
- Attend mandatory training and refreshers to ensure personal and up to date understanding of relevant policies and practices.

## Equity, Diversity and Inclusivity

- Contribute to the development of a workplace culture that promotes equity, diversity and inclusivity.

*Our recruitment has safeguarding at the heart of the process. We are committed to the safeguarding and promoting the welfare of children and young people and we expect all colleagues to share this commitment. Appropriate checks will be undertaken including an enhanced Disclosure and Barring Service (DBS) check.*

*We reserve the right to carry out an online search as part of our due diligence obligations on shortlisted candidates and candidates will be provided the opportunity to address any issues or concerns that may come up during the search at interview.*

**Successful appointment would be subject to:**

- A satisfactory enhanced Disclosure and Barring Service check as well as a Social Media check.
- Qualifications and prohibition checks.
- Two satisfactory written references including from current/most recent employer.
- All positions are subject to a probationary period during which you will be fully supported.





King's Academy  
Easthampstead Park



Person specification







King's Academy  
Easthampstead Park



Person specification



| Key Criteria                                                                      | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Desirable                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Qualifications and Training</b>                                                | <ul style="list-style-type: none"> <li>• Minimum of 5 GCSE's or equivalent, including Mathematics and English.</li> <li>• Computer literacy (proficient with basic software and administrative systems)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Prior experience working in an educational setting or workshop environment.</li> <li>• Experience operating standard workshop machinery and hand tools.</li> </ul>                                                                                                                                  |
| <b>Competence Summary:</b><br><br><b>Knowledge, abilities, skills, experience</b> | <ul style="list-style-type: none"> <li>• A general passion or interest in the Arts, Engineering, Construction or Design.</li> <li>• Able to relate to children and adults.</li> <li>• Deal sensitively with parents, students and colleagues in person and by telephone.</li> <li>• Able to follow administrative procedures; understand and follow instructions.</li> <li>• Able to work on own initiative and constructively as part of a team.</li> <li>• Good understanding of, and ability to use, relevant equipment e.g., computer, photocopier.</li> <li>• Good interpersonal skills.</li> <li>• Able to prioritise own workload and work to competing deadlines.</li> <li>• High regard for health and safety compliance and best practices.</li> <li>• Understanding of and commitment to the requirements of safeguarding children and young people.</li> </ul> | <ul style="list-style-type: none"> <li>• Experience of working within a learning environment.</li> <li>• An understanding of workshop equipment and various material processing techniques (wood, metal, plastics, 3D design materials) is highly preferable.</li> <li>• Good knowledge of first aid.</li> <li>• Sense of humour.</li> </ul> |
| <b>Work-related Personal Requirements</b>                                         | <ul style="list-style-type: none"> <li>• Reliable, approachable, and enthusiastic about working with young people.</li> <li>• Motivated to work in a fast paced creative and dynamic education environment,</li> <li>• Ability to maintain strict confidentiality of information received and processed as part of the job role.</li> <li>• Participate in training and development activities.</li> <li>• To take part in the Performance Management process in school, taking responsibility for your own professional development and undertaking training as appropriate.</li> </ul>                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                              |



|                                                            |                                                                                       |
|------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>Safeguarding,<br/>Child Protection<br/>Requirements</b> | A satisfactory enhanced DBS check which will be conducted by us if you are appointed. |
|------------------------------------------------------------|---------------------------------------------------------------------------------------|

Appointment will be subject to enhanced DBS check, qualifications and experience checks and satisfactory references.

We are not looking for the impossible! If you think you have at least some of these attributes, we would very much like to hear from you.

Applications should be made directly via the school website or through Mynewterm; we are unable to consider applications without the correct form.

Visits to the school ahead of application are warmly welcomed, please contact the Personnel Officer, Rhona Franco ([rhona.franco@kgaeasthampstead.uk](mailto:rhona.franco@kgaeasthampstead.uk)) to make an appointment.



King's Academy  
**Easthampstead Park**



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