

Welcome to

Dedworth



Middle



WELCOME TO DEDWORTH MIDDLE SCHOOL

Mrs Chandler Headteacher



On behalf of Windsor Learning Partnership, Dedworth campus, governors and staff, I would like to thank you for your interest in working at Dedworth Middle School. I am proud to be the Executive Headteacher here, having taken up the post in September 2020. My priority is to ensure Dedworth Middle School continues to aim to become an outstanding school where every child can achieve their full potential in their academic, creative, personal, physical and moral development. Our focus is all about enabling children to ACHIEVE – to learn and make progress experiencing the highest quality teaching and learning within a happy, safe and secure environment. Happiness at school will lead to good progress and attainment and this is paramount to my vision. We are on an amazing journey which was validated by Ofsted and Challenge Partners. I feel so privileged to lead such an amazing team and am delighted that you are considering joining our wonderful school that I feel so passionate about.

Dedworth Middle School is a successful school and we are very proud of the achievements of all our pupils and staff. We believe in building excellent relationships with all our stakeholders and are always committed to high standards. We have built on an established culture of aiming high, and always going the extra mile. Whilst we are very proud of some excellent and outstanding practice, we know that reports and results are only part of the story. We use inspection and monitoring reports to plan ahead and focus on what we need to improve: we are committed to proactively addressing any development areas and therefore driving the school onto bigger and better things. At Dedworth, we enjoy some excellent facilities in well-maintained grounds but people and ethos make a school, not buildings! We are a happy school who believe in offering excellent learning, teaching and leadership for all; pupils are at the very heart of everything we do here!

Mrs Nicola Chandler
Executive Headteacher of Dedworth Campus



We are a fully inclusive middle school, currently with 520 pupils on roll aged from 9-13. At Dedworth Middle School, we pride ourselves on our inclusive ethos and strong sense of community. You'll be part of a supportive team that values collaboration, professional development, and the wellbeing of both staff and pupils. We work in an environment where opportunities are limitless, the children are supported, and outcomes always consider the whole child. We continue to aim for the highest of standards and provide a friendly and hardworking team.

We are part of the Windsor Learning Partnership which includes Windsor Girls' School, The Windsor Boys' School, Clewer Green CofE First School, Oakfield First School and Dedworth Green First School. In the heart of The Royal Borough of Windsor & Maidenhead, Dedworth Middle School has a strong reputation for being a community school with happy, successful pupils and a proven track record for high quality professional development. 'The why is behind every decision, and this always takes pupils into consideration and us as staff. It is a happy and lovely place to work and thrive.' Ofsted, June 2022.



SCIENCE, DT AND FOOD TECHNOLOGY TECHNICIAN

We are seeking a practical, organised and enthusiastic Science, DT and Food Technology Technician to join our supportive and committed team. This is a key role providing safe, effective and efficient technical support across Science, DT and Food Technology, helping to ensure high-quality teaching and learning through well-prepared practical activities.

The successful candidate will:

- Prepare laboratories, workshops and food rooms for practical lessons and clear away safely afterwards
- Prepare chemical solutions and materials accurately for experimental work
- Maintain, clean, organise and store scientific, DT and food technology equipment
- Support teachers and pupils during practical and theory lessons
- Ensure high standards of health and safety, including risk assessments, COSHH and safe chemical storage
- Manage stock control, ordering resources and ingredients as required
- Carry out routine checks, basic maintenance and organise repairs of tools, machinery and kitchen equipment
- Maintain clean, organised and safe learning environments at all times
- Support departmental events such as open evenings and induction activities

We Are Looking For Someone Who:

- Has a good general standard of education, including GCSEs (or equivalent) in English, Maths and Science
- Has a strong interest in supporting children and learning
- Is confident working with students in an educational environment
- Demonstrates excellent organisation, attention to detail and administration skills
- Is proactive, self-motivated and able to work with minimal supervision
- Has good practical skills and a flexible, positive approach
- Communicates effectively with both adults and children
- Works well as part of a team and remains calm under pressure

Experience working in Science, DT or Food Technology in a school or similar setting is desirable, as is experience of chemical handling and health and safety compliance, although training will be provided where required.



Hours: Term time only. 20 hours a week. 9am - 1pm. Permanent.

Salary: £27,938 FTE, pro rata. (Actual £12,830).

Required: 1st September 2026

To get a feel for who we are and what we stand for, please visit www.dedworthmiddle.co.uk. If you have any questions about the role, please contact Mrs Kelly Mealing, PA to the Headteacher on kel.mea@dedworthmiddle.co.uk for more information. You are very welcome to contact us for an initial visit; we would be pleased to meet you.

At Windsor Learning Partnership, we are committed to safeguarding children and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. The successful candidate will be subject to Disclosure and Barring Service (DBS) checks along with other relevant pre-employment checks. CVs will not be accepted in place of an application form.

The Trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job profile is current at the date shown but in consultation with you may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Closing date: 31/05/2026



SCIENCE, DT AND FOOD TECHNOLOGY TECHNICIAN

JOB PURPOSE

To provide a safe, effective and efficient technical support service to the Science, Design Technology (DT) and Food Technology departments. The post holder will support teaching and learning by preparing resources, maintaining equipment, ensuring high standards of health and safety, and assisting staff and students during practical activities.

KEY AREAS OF IMPACT

Main Duties and Responsibilities:

Science Support:

- Prepare laboratories for practical lessons, including setting up equipment, chemicals and materials, and clearing away at the end of sessions.
- Accurately prepare chemical solutions and materials for experimental and analytical work.
- Maintain, clean and store scientific equipment and apparatus to ensure safe and effective use.
- Assist with stock control, including maintaining inventories and identifying items that require reordering. Order/purchase items when required.
- Provide technical support during practical and theory lessons and offer individual pupil support where required.
- Support departmental events such as open evenings and induction days, including setting up practical demonstrations.
- Assist in the preparation and review of risk assessments for practical work.
- Support the monitoring of health and safety procedures, including safety notices, chemical storage, and the safe handling of equipment.

Design Technology and Food Technology Support:

- Ensure classrooms, workshops, kitchens and storage areas are clean, organised, well maintained and safe at all times.
- Carry out routine inspections and maintenance of tools, machinery and kitchen equipment, including the replacement of blades and parts.
- Organise repairs and specialist maintenance (e.g. tool sharpening) as required.
- Conduct and review regular risk assessments to ensure equipment is safe and fit for purpose.
- Review and maintain all health and safety documentation, ensuring it is accurate and up to date.
- Promote and follow all relevant health and safety policies and take responsibility for personal and shared safety, escalating concerns when necessary.
- Support departmental events such as open evenings and induction days, including setting up practical demonstrations.

Teaching and Learning Support

- Work alongside teachers to support and supervise pupils during practical lessons.

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- Prepare, organise and set up equipment, materials and resources before lessons and ensure areas are tidied and equipment safely stored afterwards, including correct storage of sharp tools.
- Assist teachers with demonstrations and practical activities, providing guidance to pupils on the safe and correct use of tools, machinery and materials.

Ordering and Stock Control

- Manage stock rooms efficiently, ensuring good organisation and compliance with health and safety requirements.
- Buy ingredients when required.

General Duties

- Contribute to maintaining a safe, supportive and productive working environment across all departments.
- Ensure all storage boxes, chemicals and equipment are clearly labelled.
- Carry out general administrative tasks such as photocopying and laminating.
- Prepare teaching materials and maintain wall displays.
- Wash aprons, tea towels, clean goggles and maintain protective equipment as required.
- Maintain effective communication with the Heads of Department and work collaboratively with teaching staff, pupils and other colleagues.
- Attend relevant health and safety training as directed by school management.
- Maintain confidentiality at all times in relation to school matters and pupil information.

Additional Duties

- To play a full part in the life of the school community including duties to support the ethos and encourage pupils and colleagues to follow this example.
- To actively engage in the appraisal process.
- To continue personal development as agreed.

Other Duties:

Other tasks will be negotiated and agreed at the time of appointment and as required. Such tasks may be seen as an important part of the school's continuing professional development programme.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the school in relation to the post holder's professional responsibilities and accountabilities.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

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SAFEGUARDING

Windsor Learning Partnership is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and young people to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

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

Employees are expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job profile.

The Trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

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Updated May 2026

SCIENCE, DT AND FOOD TECHNOLOGY TECHNICIAN

PERSON SPECIFICATION

	Essential	Desirable
Qualifications		
A good general standard of education including GCSEs at Grade C/4 or above in English, maths and science	X	
Experience, Skills and Knowledge		
Experience of a working in a science /DT/ Food Technology in an educational establishment		X
Experience of chemical handling		X
Experience of complying with health and safety requirements		X
A keen interest in supporting children	X	
Experience of developing excellent, professional relationships	X	
Confidence in working with students in an educational environment	X	
Excellent administration skills	X	
Proficient in a range of practical skills	X	
Personal Skills and Qualities		
Experience of prioritising work under pressure	X	
Highly organised with excellent attention to detail	X	
Quick-learner	X	
Self-motivated and proactive and able to work with minimum supervision	X	
Good team player	X	
Enthusiastic, friendly, professional and approachable	X	
Effective communication and interpersonal skills with adults and children	X	
An attitude which demonstrates resilience, positivity and perseverance.	X	

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PERSON SPECIFICATION CONTINUED

	Essential	Desirable
Positive personal behaviour and positive attitudes towards all members of the school community, including when under pressure	X	
A flexible approach to working	X	