



KING'S LEADERSHIP
ACADEMY HAWTHORNES

FOOD TECHNOLOGY WITH ART TECHNICIAN

RECRUITMENT PACK

PART OF



GREAT SCHOOLS
TRUST



MESSAGE FROM THE CHIEF EXECUTIVE OFFICER



At the Great Schools Trust, we believe teachers deserve to focus on what truly matters: inspiring young minds, shaping the future and loving their job. Over the last year, we've been reminded of what we can achieve when we work together with purpose, belief and a commitment to helping every child flourish.

This year, innovation has taken centre stage, especially in how we support staff wellbeing and development. Our new AI-powered assessment platform, rolling out Trust-wide, is a game-changer. It's already saving teachers hundreds of hours a year on marking. That's time reclaimed for what truly matters: making a difference in children's lives. No teacher enters our profession to drown in paperwork or feel the weight of unending admin. Teachers teach because they care and want to create a lasting impact. We're making sure you can.

This commitment to empowering our people has been a guiding principle across everything we do. From workforce development to fostering a culture of psychological safety, we've built an environment where staff feel valued and supported. Our recent Endurio survey placed us in the top ten trusts nationally for organisational values and staff wellbeing. It's easy to see why: this is a Trust where people thrive.

This is key, because as our people thrive, so do our students. Across our schools, we're achieving results that challenge expectations. With 70% of students entering the English Baccalaureate and half of our schools eliminating the Progress 8 gap between disadvantaged and non-disadvantaged students, we're creating a pathway to future success.

To those considering joining us: welcome to a place where your passion for teaching will be nurtured, your time respected and your career invested in. You're not just joining a school; you're joining a family; one committed to each other's wellbeing and success.

Our motto, *Credo, Credimus* - "I believe, we believe" - reflects everything we stand for. We believe all children and staff can flourish. At GST, we're committed to giving you the tools, time and trust to make that happen.

Welcome to the Great Schools Trust.

Shane Ierston

CEO

OUR VISION

To develop a family of Great Schools that allow all students, irrespective of starting point or background, to access university or a career of their choice and succeed in life.

PRINCIPALS WELCOME



At King's Leadership Academy Hawthornes, we are proud to be a part of the Great Schools Trust, a growing and ambitious multi-academy trust in the Northwest of England. Our family includes five secondaries, two primaries and a groundbreaking Alternative Provision Setting.

Why King's Leadership Academy Hawthornes?

A school is defined by its culture, working at Hawthorne's means that you are part of a team of highly motivated staff who truly care about our children. As Principal, I am committed to the development and retention of excellent staff and the growth of all teams.

We are a growing oversubscribed school of committed friendly staff, a cohort of students who are polite, enthusiastic and keen to learn right across the curriculum. We are a school centred in our Aspire Values – Achievement, Aspiration, Self-awareness, Professionalism, Integrity, Respect and Endeavour. It is these values that drive our behaviours and relationships, a 'lingua franca' that helps to bind our community together. An inspector captured the mission of the school when he observed that we were 'building better people,' something we are proud of.

Our aim is to provide a curriculum for our students that enables them to access real knowledge and a chance to progress to higher education and careers. We also aim to create an enriched offer that provides cultural capital for all our students, irrespective of their starting point or social privilege. With 80 students in our Combined Cadet Force programme, we provide a high-quality personalised enrichment and boast an award-winning careers programme. We are proud of our diversity and inclusivity, and pride ourselves on the welcome we give every student and their families.

We tackle disadvantage rigorously. We provide every student with a chrome book, free breakfast and breaktime food, free residential experiences to build self-esteem and teamwork, and free opportunities to join the Duke of Edinburgh scheme. No student is left behind and we remove barriers to learning at every opportunity.

Why join us?

We hold staff development and support equally high. With in-house developed AI infrastructure to reduce workload, weekly collaborative CPD, and a commitment to work-life balance. We are rethinking what it means to work in education. This is a place where your ideas will be valued, your professional growth will be supported, and your well-being will never be an afterthought. We are trying to build a setting where staff feel they have real mastery, autonomy and purpose.

These approaches have led to extremely high levels of staff retention. It is place where people want to teach, where parents want to send their children and where children want to study.

If you are ready to challenge yourself, inspire others, and leave a lasting legacy, I encourage you to contact the school for a conversation with myself about how you can help us shape this extraordinary journey.

I look forward to meeting you.

Andrea St John
Principal

Food Technology with Art Technician

Location: King's Leadership Academy Hawthornes

Reporting to: Faculty Lead

Salary: Scale 3, Points 5-6 £25,583 - £25,989 FTE. Pro-rata Salary - £21,588 - £21,930

Contract: Permanent

Term: 37 Hours per week; Term-Time Only

Working at King's Hawthornes

We are seeking a dedicated and organised individual to play an integral role in supporting our growing, thriving and successful Food Technology department, alongside providing support to our vibrant Art department. While experience across every aspect of the job specification is not essential, we are looking for someone who demonstrates commitment, strong organisational skills and relevant transferable experience. You will work under the guidance and supervision of highly skilled and experienced teaching staff.

A school is defined by its culture. At Hawthornes, you will join a team of professionals who genuinely care about our students, whatever their role within the school. As Principal, I am fully committed to the development and retention of excellent staff and to the continued growth and success of all our teams.

I warmly encourage prospective applicants to visit Hawthornes to meet with me and the Head of Technology, Mr Andrew Fowler. To arrange a suitable time and date, please contact Michael Aitken.

Key Benefits

- A trust that prioritises the well-being of its staff
- Flexible working opportunities
- Highly competitive salaries
- Access to the Teacher Pension Scheme and Local Government schemes
- A device provided for all teaching staff to enhance professional practice
- Weekly leadership link meetings to support your growth and development as a leader
- An opportunity to create an updated learning environment with your department
- The opportunity to develop your career within and across the Trust academies
- BUPA Employee Assistance Programme which provides access to tools to help manage well-being along with services such as counselling and access to a child and dependent care helpline
- Good occupational sickness and maternity/paternity schemes
- A commitment to personal and professional development with training and support for each staff member
- Salary sacrifice scheme - Cycle to Work.





Job Purpose

Under the direction/instruction of senior staff: provide general support to staff and students, to ensure the smooth operation of the faculty areas, including the ordering, preparation, cleaning and maintenance of materials and resources for the department and in giving practical support in the classroom to teachers and students.



Job Description

Duties & responsibilities

- Support students in accessing learning activities using specialist skills, training and experience.
- Prepare materials & equipment/resources for practical lessons
- To be able to work one to one/with a designated small group of students as per teachers' requests.
- To carry out daily visual checks of all machinery/appliances, before being used by students.
- To carry out staff photocopy requests for booklets and resources
- To carry out weekly material/equipment/resource checks in technology rooms (ICT/Stock Room/Gas points) and maintain a record of all equipment checks.
- Establish daily, weekly and termly routines to promote high standards in hygiene and safety in all learning areas. Including weekly cleaning of Refrigerators in the food department and a termly deep clean of the food rooms including cookers.
- To ensure a high standard of safety and cleanliness in all learning areas within the department, including maintenance of equipment in accordance with Health & Safety requirements.
- To keep sinks/ work tops clean; keep stock rooms and resource/equipment /tool cupboards clean, tidy and in good order. Daily checks to take place in accordance with learning needs.
- To control and store safely all chemicals, flammables, and specialised solutions, ensuring that current Health & Safety, COSHH regulations are adhered to. To maintain all necessary safety signs adjacent to all machinery.
- To maintain and monitor stock control, keep stock records, and receive equipment and materials.
- To purchase resources as agreed with staff from the faculty budget, including sourcing materials and placing orders as necessary.
- To ensure safe storage of equipment and materials.
- To assist staff in the production and updating of displays within the department.
- To assist in the organisation and preparation of displays for open evenings and other school events.
- To provide technical support to staff and students during lesson time as required.
- To ensure each teaching area is locked and secure when not in use, and all power is turned off where appropriate.
- Maintain equipment and communicate faults/concerns to those who need to know in order for the problem to be solved.
- Undergo any training, which will enhance duties including First Aid Training.
- Carry out such other duties as may be determined by the Head of Faculty/Subject Leader





- To perform such other duties as the Principal may from time to time determine.

General

- Promote and safeguard the welfare of students you come into contact. Including awareness of allergies and conditions associated with food.
- Be aware of and comply with all school policies and procedures.
- Be aware of, support and ensure equal opportunities for all.
- Contribute to the overall ethos/work/aims of the school.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Participate in training and other learning activities and performance development as required.

Safeguarding

- Work in line with statutory safeguarding guidance (including Keeping Children Safe in Education, Prevent) and the school's safeguarding and child protection policies
- Promote the safeguarding of all pupils in the school

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

This job description is current at the date shown but, in consultation with the post holder, may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.



Person Specification

Qualifications & Training

- Good standard of general education to GCSE including Maths & English Grade C. (E)
- Food Hygiene Certification. (E)
- Health and Safety Training. (D)
- Vocational Qualification in Hospitality or Catering. (D)

Experience, Knowledge & Understanding

- Working on your own initiative. (E)
- Working as part of a team. (E)
- Organising work tasks to meet deadlines. (E)
- Ability to work with young people. (E)
- Working in a practical environment. (E)
- Ordering stock and procuring goods. (E)
- Experience of working with young people. (E)
- Good knowledge of the Health and Safety aspects particularly associated with materials and equipment. (E)
- Knowledge of first aid (first aid course can be provided). (D)
- Understanding of Design and Technology. (E)
- Knowledge of food hygiene. (E)
- Design/Tech/Machine skills. (D)

Skills & Personal Qualities

- Ability to prepare materials and use machinery. (E)
- Able to pass on appropriate skills and experience to students. (E)
- Self-motivated. (E)
- Flexible approach. (E)
- Enjoy working with young people. (E)
- Able to communicate well and follow instructions. (E)
- Organised and able to prioritise tasks and plan effectively. (E)
- Effective use of ICT. (D)

(E) Essential, (D) Desirable

Notes:

This job description may be amended at any time in consultation with the postholder.



Terms

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed. This job description is current but may be reviewed at any time and following consultation with you may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and scale.

This appointment is with the Local Academy Council of the School, with the Trust as employers. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Contract'. This Job Description is not intended to be either prescriptive or exhaustive: it is issued as a framework to outline the main areas of responsibility. The trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for applicants who may have a disability or continued employment for any employee who develops a disabling condition.

References & Pre-Employment Checks

We will seek references for candidates once the position has been offered and we may approach previous employers for information to verify particular experience or qualifications before interview.

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline.

Our Commitment to Safeguarding

Great Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Any offer made to a successful candidate will be conditional upon relevant pre-employment checks, including:

- Two **satisfactory references**, one of which must be from your most **recent employer**
- Proof of **identity, address** and **right to work** in the UK
- Verification of relevant **qualifications**
- Candidates who have worked or been resident **overseas** for three months or more within the last five years will be subject to **criminal record checks** from the relevant **jurisdiction(s)**
- Verification of **medical fitness** for the role
- Confirmation that the applicant is not named on the **Children's Barred List**, administered by the DBS

- A satisfactory **enhanced disclosure** from the DBS
- Satisfactory completion of the **probationary period**
- Candidates in **managerial roles** will be subject to a **Prohibition from Management check** (Section 128 check)
- **Prohibition** check (where applicable).

