



Candidate Information Pack

# Design & Technology Technician

January 2026

## Appointment for immediate start

**Permanent, Full time - (36 hours per week, Term Time Only)**

**Salary -H03 (£28,524 - £28,932) (£24,245 - £24,592 pro rata)**

**Closing date: 30<sup>th</sup> January, 2026**

For further details and an application form, [click here](#).

An early application is advised as we reserve the right to close the vacancy early if sufficient suitable applications are received.

If you are interested in learning more about the school and the role, we invite to contact us to book a time to visit.

**Thank you for your interest in working at Park High School.**

Park High is a school of character and opportunity. Visitors to the school recognise its caring and harmonious ethos providing our students with the opportunity to truly be themselves. Having high standards and aspirations for all our students from day one, allows them to flourish both academically and personally throughout their seven years at the school.

## Introduction

We are seeking to recruit a Product Design Technician to join our innovative and successful Design & Technology Department. The postholder will be responsible for preparing equipment and teaching areas for practical lessons, maintaining equipment, and ensuring a safe environment. The successful candidate will have excellent practical and organisational skills, the ability to solve technical problems and an understanding of health and safety issues relating to the safe operation of workshop machinery, including CAD/CAM machines.

### **. We can offer:**

- An exciting learning environment where challenging, innovative and engaging learning is at the core of all we do.
- An award-winning vibrant school which continues to achieve extremely high standards, both in Harrow and beyond.

- A genuine and active pursuit of well-being for all members of our community.
- Outstanding outcomes with a significantly positive Progress 8 score and zero NEETS.
- Students who exhibit excellent behaviour for learning and a desire to acquire knowledge and improve themselves.
- A supportive, enthusiastic and inspiring team within which to grow and develop.
- An opportunity to develop your craft of teaching across three Key Stages.



## Design & Technology Technician Job Description

*This job description forms part of the contract of employment of the successful applicant. The appointment is subject to the conditions of employment of Teachers contained in the School Teachers' Pay and Conditions document and other current educational and employment legislation.*

**Responsible to:** Curriculum Leader for Design and Technology

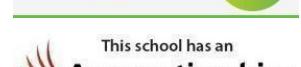
**Responsible for:** Preparing rooms, equipment, and materials for lessons as required by teachers. Providing support for teachers in practical lessons and ensuring safe environment.

### Key Responsibilities:

- Preparing equipment and teaching areas for practical lessons.
- Maintaining Health & Safety protocols and requirements.
- Maintaining equipment.
- Ensuring a safe environment by maintaining tidy working areas and ensuring that tools and equipment are stored correctly.
- Ensuring that all consumable materials, particularly those of a toxic, flammable, and explosive nature, are stored safely and securely.
- Inspection of all equipment and machinery before it is used in a lesson and the reporting of any defects to the Head of Department.
- Preparing resources as required by teaching staff.
- Providing technical support to teachers in practical lessons.
- Organisation of resources, materials, and equipment so that they are easily accessible by staff.
- Monitoring and ordering of stock and resources.
- Mounting displays of students' work and maintaining classroom display boards.
- General administrative tasks such as photocopying.
- Use of CAD/CAM machines.
- Accompanying students and staff on trips as required.
- Any other duties required by the Headteacher or Head of Department.

### Staff Development:

- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Performance Development process.
- To participate in whole school CPD programmes.



This school has an  
**Apprenticeships**  
Apprenticeship Champion





- To take part in the staff development programme by participating in arrangements for further training and professional development.

#### **Safeguarding:**

- To be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding and Safe Practices Policy within the school.
- To comply with the school's Safeguarding Policy in order to ensure the welfare of children and young people.

#### **Personal Responsibilities:**

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- To support the school in meeting its legal requirements for worship.
- To actively promote school policies and procedures.
- To be responsible for own continued professional development.
- To comply with the school's Health & Safety Policy and undertake risk assessments as appropriate.
- To be courteous to colleagues, visitors and telephone callers and provide a welcoming environment.
- To undertake duties at break times.
- To attend meetings scheduled in the school calendar punctually.
- To set cover work during any leave of absence.
- To adhere to the school's Safeguarding Policy.

#### **Notes:**

- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- 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 school at the reasonable discretion of the Headteacher.

# Design & Technology Teacher Person Specification

We will be looking for the following:

- Minimum of 4 GCSEs at Grade C and above, including English and maths
- Experience of working with CAD/CAM
- Experience of using workshop machinery
- Experience of working with machinery/working in a workshop environment

## Desirable

- Design and Technology qualifications at GCSE or above
- Understanding of design and manufacture
- Experience of working with machinery/working in a workshop environment
- Some understanding of 3D printing and maintenance of 3D printers

## Skills, Knowledge and aptitudes

- Practical hands-on skills in maintaining workshop equipment
- Ability to work as a member of a team, and to have sensitivity and tact in dealing with a wide range of people
- Ability to work under pressure and prioritise tasks effectively
- Willingness to undertake additional training with regard to the use of appropriate specialist equipment



*"I enjoy DT because it's an opportunity to try new things."*  
**Student Voice 2024**

*"The DT lessons at PHS are really fun."*  
**Student Voice 2024**



*"I enjoy DT lessons; the making process makes me feel engaged in my learning and that I can use the skills I have learned for my future career."* **Student Voice 2024**





## The DT Curriculum, Staffing and Resources

All students at KS3 follow a three-year programme on a carousel. As students' progress through Year 7 to 9 they are given the opportunity to focus on specific aspects of the subject such as Product Design, Food, Preparation and Nutrition, Engineering, Textiles and Graphics. However, at its core is creativity and imagination. To do this effectively, students are taught a broad range of subject knowledge which draws upon additional disciplines such as Mathematics, Science, Computing and Art. Through a variety of creative and practical activities, students are taught the knowledge, understanding and skills needed to engage in an iterative process of designing and making in all specialisms of Design and Technology.

At KS4, we offer students the opportunity to either choose GCSE Food, Preparation and Nutrition, GCSE Design & Technology or GCSE Engineering. At KS5 we offer A level Design and Technology through Product Design. The successful candidate would be expected to teach across the key stages from KS3 to KS5.

Our facilities offer students CAD/CAM access in the department, with modern machinery and equipment throughout the department. Staff have their own laptops with wireless access. This is an exciting time for the department as we continue to develop our curriculum to enthuse and challenge our students appropriately. Our curriculum offer is constantly under review, and you would be encouraged to participate in discussions around how we can provide excellent design and technology provision to our students.

## Extra Curriculars

We are proud to be UK finalists in the National Robotics Competition. This achievement highlights the dedication and talent of our students and staff, showcasing our commitment to excellence in robotics and technology. We are now looking to establish this success with the F1 Challenge working alongside industry specialists and engineers in the automotive industry.

We have established strong links with the London Transport Museum, offering the CREST Award within our department to emphasize the importance of STEM in the workplace and our world. This partnership provides our students with unique opportunities to engage in real-world projects and gain valuable insights into the transport industry.

Our collaboration with Brunel University further enhances these opportunities, allowing students to see the potential pathways from classroom learning to professional careers. This partnership opens doors for our young people, offering them a glimpse into the future of engineering and technology.

We are also in the process of creating a partnership with Lego as a pilot school for introducing a robotics challenge. This initiative aims to inspire creativity and innovation, providing students with hands-on experience in robotics and programming.

Our students have a strong track record of progressing to respectable universities, pursuing degrees in civil engineering, architecture, product design, and mechanical engineering.

# History of our School

Park High is an 11-18 mixed multi-ethnic comprehensive school of almost 1500 students, situated in the London Borough of Harrow. There are very high achievement levels and excellent facilities.

Park High School opened 29th August 1939. Originally as two schools Chandos Girls School and Chandos Boys School. Both Schools closed shortly after, as on 3rd September 1939 Prime Minister Chamberlain declared war on Germany and it was announced: "all schools should be closed until further notice".

On 23rd October 1939 the school was operational once more. On the reopening of the school student numbers were limited until adequate protection could be provided. The Anderson shelters were built which now resides under the 'grassy knoll' beside the English block; these were concrete shelters five or six steps below ground level, each shelter holding two classes and two teachers. As raids became more frequent more lessons were delivered by the teachers in the shelters, using the back of the toilet doors as a blackboard.

Chandos Girls School and Chandos Boys School continued to coincide and provide education until 1974 when they were amalgamated and became Park High School.

In 2007 we welcomed our first sixth formers in a Harrow school's response to the movement of post 16 young people out of Harrow.

In 2010 Harrow our first cohort of year 7 students arrived as Harrow joined other boroughs nationally in removing middle schools from the system.

In August 2011 Park High converted to an Academy status.

Our latest Ofsted inspection 2024 found us to be 'GOOD' in all areas.



# Values and Ethos

## Our Vision

*To inspire young people to be confident and successful learners who contribute positively to society as responsible citizens.*

## Quality of Education

*Exceptional teaching and learning, where each teacher and learner bring the best version of themselves to the learning journey.*

## Behaviour and Attitudes

*Exceptional behaviour as a member of our community and as learners in our classrooms, our School Code and Character Virtues are the lived experience in classrooms and corridors.*

## Our Ethos

*Investing in each other to be the very best we can be.*

## Our Character Virtues

**Resilience:** *"The ability to recover quickly from struggles and setbacks."*

**Integrity:** *"The ability of having and following strong moral principles."*

**Curiosity:** *"The ability to be eager to know or to learn something new."*

**Teamwork:** *"The ability to work with others effectively and efficiently."*

**Compassion:** *"The ability to show care and concern for others."*

We use these terms as part of our daily language and encourage their use in classrooms by using the praise points system. These Character Virtues underpin everything we do at the school and are seen across all areas of the Academy.

*"Pupils, and students in the sixth form, at Park High are welcoming and polite to visitors. They show respect to the adults who work with them and consideration towards each other. They understand and embody the school's 'character virtues' of curiosity, integrity, resilience, teamwork and compassion. They are helped to be the best version of themselves and expected to achieve well, which most do."*

*Ofsted 2024*

# The Park Way of Teaching and Learning

To ensure all our classes are up to the highest standards, and students and teachers know what is expected of them, we developed the 'Park Way' of teaching.

A key part of The Park Way are The 5 Cs:

## Creativity & Challenge

- Lessons should be planned to impart new knowledge, stimulate the student's intellectual curiosity, and create a lifelong love for learning through **creative** teaching.
- New knowledge should be delivered with clarity and in manageable chunks.
- Set a range of challenging (not extension) tasks which extend and deepen learning.

## Checking for understanding

- Make sure that students have a clear understanding of what success looks like through modelling strategies, e.g. I do - We do - You do.
- Actively use effective formative assessment to **check** for understanding; encourage all students to think; demonstrate knowledge; and inform teaching. For example, cold calling, whole class and higher order targeted questioning.
- Ensure that students receive specific and timely feedback that promotes progress and to which they respond in green pen.

## Communication

- Ensure that students' literacy is addressed, whether in written **communication** or developing their oracy.

## Context

- Lessons should be inclusive and accessible to all students, taking into consideration individual learner needs and context.
- Effective deployment of support staff to support students' progress, based on expert knowledge of their needs.

## Character

- Promote the Park High **Character** virtues: Integrity, Resilience, Curiosity, Compassion & Teamwork.



*"The 'Park Way' is embedded. Students know their learning routines. They behave very well and are respectful."*

**Challenge Partners 2024**



## Staff Benefits

At Park High School, we recognise that our employees are our greatest asset, and we take pride in offering a comprehensive range of benefits designed to support your wellbeing, professional development and work-life balance:

- Generous Pension Scheme with an employer contribution.
- Complementary health services including access to a private virtual GP, online CBT and private physiotherapy services
- 24/7 Employee Assistance Programme – emotional, financial support by a team of qualified professionals, trained counsellor who can help you with a diverse range of problems, including bereavement, separation/divorce, mental health troubles and more.
- Eyecare vouchers for a free eye test and contribution towards glasses for display screen equipment users.
- Paid lunchtime duties with a free lunch
- Comprehensive CPD programme tailored to individual professional needs.
- Own laptop for all relevant staff.
- Collaboration with local high schools
- Free flu vaccinations
- Cycle to work scheme.
- Free Coffee and Tea for all staff
- Electric Vehicle Scheme

## Staff Development

Park High School recognises that its staff are our greatest resource and so we invest time and effort into everyone's professional development. We offer an extensive programme of professional development, which offers a whole range of opportunities for colleagues to develop their potential within and beyond Park High School. Recent visitors to our inhouse offer include Ross Morrison McGill, Isabella Wallace and Martijn Van der Spool. Professional development underpins all our work.

*"Quality assurance, continuing professional development and performance development all work together well. Training is high quality and often personalised. There is an impressive suite of in-house training resources and these match school values and priorities."*

**Challenge Partners 2024**

Staff development is highly regarded and we have strong partnerships with universities and other higher education institutions and we actively support our staff in pursuing Master's and other higher qualifications.

## Equal Opportunity

We are an equal opportunities employer, recently winning the Bronze Equalities Award by EqualiTeach in recognition of our commitment to equality of opportunity and to providing a service and following practices which are free from unfair and unlawful discrimination.

The aim of this policy is to ensure that no person receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance. It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.



# Safeguarding

*"Pupils are kept safe. They can identify trusted adults and know who to go to for help if they need it."*

**Ofsted 2024**

The school is committed towards safeguarding and promoting the welfare of all pupils and young people under the age of 18. This commitment includes:

- preventing maltreatment and/or abuse
- preventing their health or development being detrimentally impacted
- providing safe and effective care in School
- taking positive action to enable each pupil to succeed.

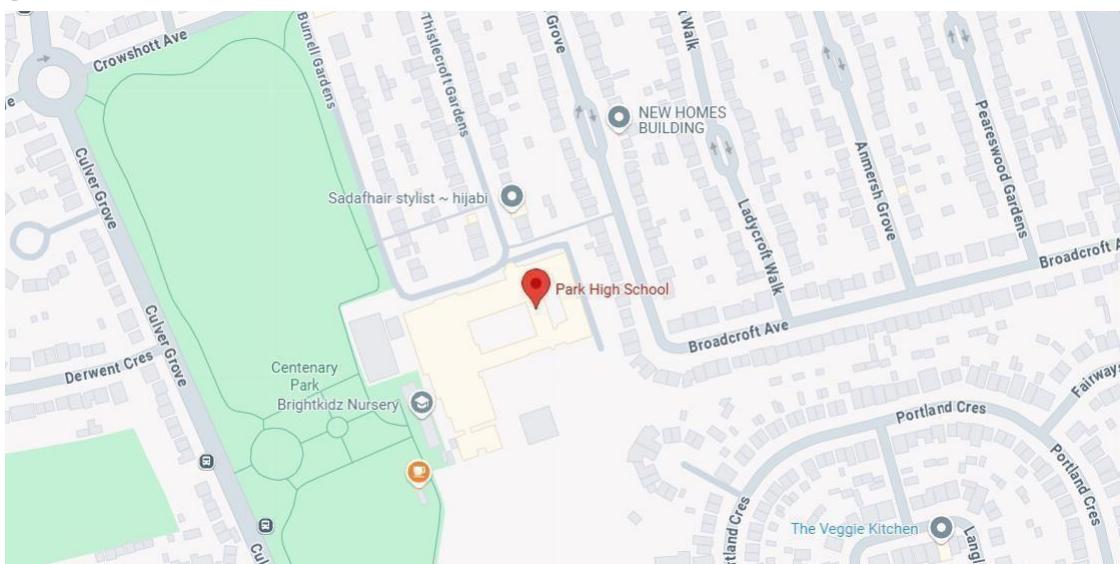
We recognise that the treatment of a pupil during their learning years can have a significant impact on their future. Every member of the school, from governors to support staff, has a role to play in providing pupils with the best possible grounding for their personal and educational development.

We are committed towards implementing a high standard of behaviour and conduct within our school. This policy applies to every member of staff working or volunteering within the school.

*The school is committed to safeguarding and promoting the welfare of children and young people, and the successful applicant must provide satisfactory references and will be subject to an enhanced Disclosure and Barring Service check.*



# Getting Here



## By Car

There is no visitor parking on site. You can park on the surrounding roads but please be mindful of our neighbours. We operate a one-way system so please approach the school via Burnell Gardens and exit via Thistlecroft Gardens.

*Please note Harrow Council have introduced ANPR cameras at the beginning of Burnell Gardens and Thistlecroft Gardens, the restrictions are in place from 8.15am to 9.15am and 2.30pm to 3.30pm.*

## By Tube

Canons Park on the Jubilee Line is the nearest tube station with a 20-minute walk to the school (or take the No. 79 bus towards Alperton).

## By Bus

79 bus to Honeypot Lane (Wigton Gardens)  
324 bus (Hail & Ride) to Culver Grove  
114 bus to Streatfield Road (Kenmore Road)  
186 bus to Wemborough Road (Abercorn Road)

*All followed by a 5-minute walk.*

H:eadteaofiler: Mrs udl'.ette O'Dwyer

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*Investing in each other to be the very best we can be.*