



BRADON FOREST SCHOOL

Challenge, aspiration, respect, resilience and excellence



DT & FOOD TECHNICIAN

THE ATHELSTAN TRUST



BRADON FOREST SCHOOL
T: 01793 770570 F: 01793 771063
enquiry@bradonforest.wilts.sch.uk
www.bradonforest.org.uk



A charitable company limited by guarantee, registered in England & Wales, as Athelstan Trust Company No: 7699625



Welcome to the Athelstan Trust.

Our Multi-Academy Trust is an organisation in which children, staff and parents can feel part of a caring, collaborative and excellent community.

We comprise of six secondary schools and four primary schools across Wiltshire, Gloucestershire and South Gloucestershire.

Established in 2015, the Athelstan Trust aims to achieve the best for, and from, each child. We enable each child to realise their full academic, creative and physical potential and to develop positive social and moral values.

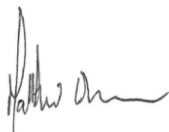
Believing that successful schools are rooted in their local community, we respect and value the individual nature and ethos of our schools while knowing we are more effective when we work together and support each other. Celebrating spiritual and creative diversity, success, and lifelong learning is important to us. We are inclusive and collaborative and promote a culture of openness and integrity.

We are absolutely committed to raising educational standards for all the children in our schools. We believe in developing the talents and skills of all our staff and students.

We seek applicants who share our vision and values.

We look forward to receiving your application.

Best wishes,



Matthew Evans
Chief Executive Officer
The Athelstan Trust





Bradon Forest School is a well-respected and popular 11 - 16 comprehensive and our catchment area takes from rural and urban communities. The school is well situated just north of the M4 (J16), within easy travelling distance of Bristol, Bath, and Swindon and on the edge of the Cotswolds.

As a member of our Athelstan Trust, you will benefit from:

- Being part of a trust that is absolutely committed to raising educational standards for all the children in our schools.
- Our commitment to developing the talents and skills of all our staff throughout their career
- Being part of a caring, collaborative and excellent community.

We are looking for someone who:

- is committed to enhancing student learning and experience, and has an inspiring passion for education and making a difference to children's lives
- has a strong subject knowledge, proactive nature and commitment to demonstrating our school's values
- keen to develop within a culture that embraces professional learning and creates opportunities for talented individuals to make rapid progress in their careers.

We are a flexible working employer, and we are willing to make any reasonable adjustments you require during your interview so please ask us.

The Athelstan Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be required to undertake an Enhanced Disclosure and Barring Service (DBS) check along with standard pre-employment safeguarding checks. As the role includes working with children, it is exempt from the Rehabilitation of Offenders Act 1974. Applicants must, therefore, disclose all spent and unspent convictions. References will be sought for shortlisted candidates before interview. Please also be aware that you will be subject to an online check (see information below) and that you may be questioned about the findings of such a check at your interview.

Early applications are encouraged and we reserve the right to close the vacancy if a suitable candidate is found.





Our Philosophy as an Employer

The Athelstan Trust is absolutely committed to raising educational standards for all the children in our schools. In order to do this, we need to recruit the best staff who are committed to our vision and values.

We aim to be the employer of choice in our area and genuinely believe that all roles in our organisation can be carried out within a flexible working model. Working in schools should be seen as part of a rich fulfilling life and not a barrier to it. We will always consider a flexible working option for every post.

We understand that we need to support staff to achieve our goals and have in place a professional development programme that offers internal and external opportunities to develop the talents and skills of all our staff.

We seek applicants for our roles who share our vision and values.

Why work for us?

- Internal career opportunities
- Good opportunities for personal and career development
- Employee assistance programme
- Flexible working opportunities and a genuine commitment to family and work/life balance
- The opportunity of working within a supportive, friendly environment in this well-run and respected school
- Nationally negotiated cost of living pay
- Automatic enrolment to the teacher or local government pension schemes
- Generous holiday allowance for support staff
- Recognition of local government continuous service
- Cycle to work scheme





Dear Candidate,

Thank you for your interest in the role of DT & Food Technician at Bradon Forest School. This is an exciting opportunity to work within an experienced, cohesive team in a school that places a strong emphasis on personal development, wellbeing and collaboration.

Part of The Athelstan Trust, Bradon Forest School is a well-established and highly regarded comprehensive secondary school. Situated in the rural village of Purton, we draw from a wide catchment across Wiltshire and Swindon and we are extremely proud of our inclusive, welcoming and respectful community. The strength of our Trust provides a secure and supportive network, enabling both staff and students to thrive through shared expertise, collaboration and a collective commitment to excellence.

Bradon Forest is a fully inclusive community that is committed to delivering an excellent education for all. We believe that both students and staff should feel valued, supported and challenged to fulfil their potential through the development of their individual talents and skills. Our most recent Ofsted report (2023) recognised many of the school's strengths and colleagues consistently tell us that in the current educational climate Bradon Forest, with its strong focus on wellbeing, is a rewarding and positive place to work.

As Acting Headteacher, I am proud to lead a school that benefits from the strategic oversight of an experienced Executive Headteacher and the wider leadership capacity of The Athelstan Trust. The Trust's core values of *care, collaboration and excellence* underpin everything we do and are central to our vision for continual improvement and opportunity for all.

We are therefore seeking a dedicated DT & Food Technician who thrives as part of a supportive team and is committed to contributing to the safe and effective running of our school environment. In return, we offer an excellent working environment, opportunities to collaborate with colleagues in similar roles across the Trust and a strong commitment to your ongoing professional and personal development. You will find us to be supportive, responsive and caring and we are always open to discussing flexible working opportunities with prospective candidates before or during the interview process.

Please take time to read the relevant sections of our website and the job description, and do not hesitate to contact me if you would like to discuss the role further or arrange a visit to the school.

I look forward to hearing from you.

Russell Clarke
Acting Headteacher

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JOB DESCRIPTION

POST: DT & Food Technician

REPORT TO: Head of Design Technology

SALARY: SCP 5 to SCP 8 - £25,583 - £26,824 FTE (actual £13,026.11 - £13,657.46)

Hours: 22 hrs per week Monday – Thursday 8am – 13.30pm

GENERAL DESCRIPTION OF THE POST:

- To provide technical and administrative support to teaching staff in the Design Technology, Food Technology, Textiles, including some in-class support with student activities.
- Health and Safety training can be provided to successful applicant.

Main duties:

1. To prepare and maintain classrooms and workshops for use by staff and students ensuring that an orderly, safe and healthy environment is provided for teaching activities.
2. To work mainly within the DT, Food and Textiles. Supporting subjects, which include Product Design, Graphics, Engineering and Construction.
3. Support will also be given to other areas of the faculty, where required. These areas being Art, Photography and Music.
4. To prepare and assemble teaching resources, apparatus and equipment for use by the teacher and students.
5. Preparing ingredients, equipment, maintaining cleanliness and food hygiene standards
6. To support the Head of Faculty in managing the faculty budget.
7. To undertake basic repairs to equipment where practical to do so or to arrange alternative servicing by approved contractors.
8. To be responsible for the safe storage of equipment and materials and the disposal of waste products in accordance with the relevant regulations, guidelines and school procedures.
9. To maintain appropriate records for the control and allocation of relevant equipment and resources, including service schedules and inventories.
10. To undertake ordering and stock allocation activities as authorised, including arrangements for purchase of materials.

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11. To support teaching staff with the organisation and preparation of displays of subject materials or students' work.
12. To ensure that Health and Safety requirements and other relevant regulations (eg COSHH) are adhered to and observed. This may involve undertaking regular checking procedures and risk assessments, as appropriate to the work area.
13. To work cooperatively with other technicians to develop and share skills and expertise.
14. To support the Head of Faculty in the set-up of options evening, open days and moderation, during allocated working hours.

Dimensions:

1. Design Technology, Food Technology and Creative Arts Faculty and other rooms used for the teaching within the faculty; equipment and materials included.
2. No direct responsibility for other staff.

Job Context:

The post holder will play an important role in supporting the teaching staff within Technology Design & Innovation and Food Tech in ensuring the safe and proper use and maintenance of resources and equipment.

Supervision:

Requests for lesson support and equipment needs are notified by teaching staff under the general supervision of the Head of Faculty, who exercises overall decision-making responsibility. Limited direct supervision of day to day activities.

Problems and Decisions:

1. Applying technical skills and knowledge to resolve any problems with the setting up or maintenance of equipment. This may involve:
 - Identifying and undertaking basic repair needs;
 - Designing and constructing basic equipment to assist teaching needs;
 - Trialling resources and activities to establish suitability for classroom application;
 - Identifying health and safety considerations.
2. Deciding when to intervene in student activities for instruction or safety purposes.

Contacts:

Daily interaction with teaching staff, students and other support staff. Also contact with external suppliers and contractors, as required.





Physical Effort:

Some lifting and movement of resources and equipment will often be required, using trolleys where appropriate.

Working Environment:

Duties will normally be undertaken within classrooms, laboratories or workshops in the school. There may be some use of chemicals or other toxic materials and/or some use of power tools or other potentially harmful equipment in certain posts.

Equipment:

1. Use of a computer for extracting and recording relevant data.
2. Competent use and application of relevant equipment for DT and Food Technology activities.

General:

This job description only contains the main duties relating to this post and does not describe in detail all the duties required to carry them out. There will be an expectation that the post holder will carry out other duties that reasonably fall within the general nature of the level of responsibility of the post.

Special Notes or Conditions:

1. Protective clothing will be provided and must be worn at all times.
2. The post holder will be subject to an Enhanced Disclosure & Barring Service check to satisfy child protection requirements. The post is exempt from the provisions of the Rehabilitation of Offenders Act and all convictions or cautions must be declared.
3. The post holder has a responsibility to promote and safeguard the safety and welfare of children in accordance with the school's child protection policy.
4. Appropriate training will be provided for the successful applicant.

The Athelstan Trust

There is an expectation of collaboration and resource sharing with other colleagues across the Trust.





Management of Students

- To implement and maintain Trust policies and strategies that secure high standards of behaviour and attendance.
- To create and maintain effective partnerships with parents and carers to support and improve students' attainment and personal development.
- To support colleagues with behaviour management issues as necessary following the school's behaviour policy at all times.

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

Team Working and Personal Development

- To support the school's mission, vision, values and objectives
- To ensure that reasonable care is always taken for the health, safety and welfare of yourself and other persons in line with the Health and Safety policy
- To take responsibility for your own professional development and participate in relevant internal and external activities
- To work co-operatively with colleagues to achieve the aims and objectives of the post and the school
- To participate positively in the implementation of new working methods and practices as required
- To undertake other duties within his/her competence or otherwise appropriate to the grading of the position as required

Safeguarding

- To promote and safeguard the welfare of all children and young people that you are responsible for or encounter.
- Staff must work in accordance with the Southwest Child Protection procedures and Child Protection Safeguarding Policy and understand their role within that Policy.

Health and Safety

To ensure that all health and safety instructions are followed and that all reasonable care is taken not to do anything that might endanger the postholder or others; to report to the line manager any dangerous situations in the workplace or any perceived shortcomings in health and safety arrangements.





Special Conditions

This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

Bradon Forest School is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an enhanced Disclosure & Barring check along with other relevant employment checks.

Early applications are encouraged, and we reserve the right to close the vacancy if a suitable candidate is found.





Person Specification: DT & Food Technician

	Requirement	Essential or Desirable
Qualifications, Knowledge & Experience	<ul style="list-style-type: none"> • Minimum 3 GCSE's (A*-C) to include a subject relevant to the requirements of the post • 2 years' practical experience in an appropriate work area • Familiarity with the safe and proper use of any specialist equipment relevant to the post • Health and Safety accreditation in relevant areas in line with DATA recommendations • Competent ICT skills • A vocational or academic qualification in the relevant subject area 	Essential Essential Essential Essential Essential Essential Desirable
Skills/Abilities - Interpersonal	<ul style="list-style-type: none"> • Good interpersonal communication skills. • Able to work cooperatively and positively as part of a team. • Able to work under own initiative, be resourceful and have a flexible 'can-do' approach to challenges. • Professional and personal integrity. • Excellent time management and organisation skills. • Physical stamina as some lifting and movement of resources and equipment will often be required, using trolleys where appropriate 	Essential Essential Essential Essential Essential Essential
Work Related Circumstances	<ul style="list-style-type: none"> • Commitment to continuous professional development. • Commitment to equal opportunities. 	Essential Essential Essential

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OUR VALUES

WE CHALLENGE OURSELVES TO BE GREAT LEARNERS



WE HAVE ASPIRATIONS FOR OUR FUTURES



WE RESPECT OURSELVES AND OTHERS AND SHOW RESILIENCE WHEN WE FALTER



WE STRIVE FOR EXCELLENCE IN ALL THAT WE DO BOTH INSIDE AND OUTSIDE THE CLASSROOM

