

Tile Cross Academy



DT Technician Candidate Pack



**Washwood Heath
Multi Academy Trust**

Respect Collaboration Aspiration
Registered Company No. 08531479



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Headteachers Welcome

Welcome to Tile Cross Academy. Thank you for your interest in the role of Design Technology Technician within our School.

At Tile Cross Academy we care deeply for our students; their safety and wellbeing is our primary concern. Tile Cross Academy is the ideal environment in which to stimulate the minds of the next generation. It is a special place where both students and staff feel a real sense of belonging, with relationships at the heart of everything we do. With the wide range of backgrounds and cultures represented in our school population we celebrate diversity and difference, whilst recognising that we are all equal through a Rights Respecting ethos where students' rights are 'learned, celebrated and lived'. We value everyone's opinions and beliefs, whilst also encouraging every single child to achieve their very best.



We were honoured to be named '**School of the Year 2020**' at the **UK Social Mobility Awards** and have been recognised as a finalist every year since. This reflects our unwavering commitment to providing opportunities for all students, regardless of background.



Most recently, in **June 2024**, we were **rated 'Good' by Ofsted**, a testament to the dedication and hard work of our staff, students, and wider school community.

Tile Cross Academy opened in May 2017 as part of the Washwood Heath Multi Academy Trust. It sits on a site once occupied by Central Grammar School for boys, Byng Kenrick Grammar School for Girls, Sir Wilfred Martineau School and The International School. Our new school sits at the very heart of its community with a proud and distinguished heritage and an exciting and successful future ahead of it.

Thank you for your interest in our school and I would like to take this opportunity to wish you well in your application.

Gurt Sanghera

Headteacher

“Strive, Achieve, Believe”





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About Our School

School Vision & Ethos

Tile Cross Academy is a small and caring 11-16 mixed comprehensive school. We have high expectations for our students in which they develop through high quality Teaching and Learning and our focus to develop the Character of every child, so they become outstanding learners and citizens.

We aim to provide a high-quality education in an atmosphere of mutual respect where everyone is valued as an important member of our school community. We strive to develop and nurture the values, skills and attributes which create good citizens and lifelong learners, so that every student can discover, develop, and achieve their full potential and be successful in whatever path they choose. Our broad and balanced curriculum prepares our students to meet the challenges of a rapidly changing society, ready and willing to grasp the opportunities available to them and positive about their futures. and Ethos.

Curriculum Overview

Our curriculum is at the heart of our school and reflects our values 'Strive, Achieve, Believe'.

At Tile Cross Academy we aim to offer a curriculum that is ambitious and designed to give all learners the knowledge and cultural capital they need to succeed in life. We offer this through a curriculum which is sequenced towards knowledge retention and developing skills for future learning and employment. We offer a full programme of enrichment activities to engage our learners that allows them to develop experiences outside the classroom.

We offer a full, broad and balanced curriculum with a diverse range of subjects including GCSE and Vocational subjects. Within our curriculum, we strive to improve literacy across all age groups so that our learners are articulate, speak to a high standard, listen to their peers and respond with fluency and expression, read widely and write with enjoyment and confidence.

We want all our students, no matter what their background or previous social and academic experience, to leave school as well qualified, resilient, independent and confident young adults, ready to make a highly positive contribution to their community and wider society.

In a rapidly changing world, we feel strongly that our students should show adaptability and resilience as well as demonstrating respect, kindness and tolerance of people from all faiths, cultures and backgrounds.

Our ambitious curriculum will engage and stimulate our learners and develop their knowledge and skills to achieve high quality outcomes.

Our learners will:

- Experience a diverse, challenging, and engaging curriculum
- Thrive by exemplary practice modelled through our Teaching & Learning cycle
- Develop their independence, collaboration, and ability to evaluate
- Be supported and challenged as they aim to reach their true potential
- Be literate and articulate enabling them to access the wider world

Pastoral Care & Wellbeing

Tile Cross Academy Provides a caring atmosphere where students feel secure and comfortable as they settle down to focus on their learning.

Form Tutors and Pastoral Managers look after the day to day needs of students and they remain with their tutor groups throughout the five years wherever possible, getting to know both students and parents very well. We



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value our close partnership with parents and encourage them to be actively involved in their child's education at every opportunity.

Students build up a trusting and friendly relationship with their Tutor, Pastoral Manager, Head of Year and peers through activities in registration and assemblies. Each Year group has a weekly assembly in the Central Hall, with Form Tutors, the Head of Year and a member of the Senior Leadership Team present. Others, including outside speakers are invited during the year. Heads of Year ensure the social and academic well-being of students in their year group as well as helping to maintain good attendance and standards of behaviour. A wide range of pastoral, wellbeing and academic interventions take place with students supported to overcome challenges and develop lifelong character traits.

Our culture and environment will empower each child to develop the attitudes and their characters to thrive, enabling them to be the best version of themselves.

Our learners will:

- Understand how their behaviours and attitudes impact on theirs and other children's progress within a supportive, caring, and inclusive environment.
- Anticipate and experience being praised and rewarded as well as experience support and fair and effective sanctions when they fail.
- Grow through our Personal Development curriculum, modelling British Values, our 'Character Days' and our ethos of visible kindness.
- Understand their rights and responsibilities to themselves and others.
- Understand their roles within a cohesive, diverse community, celebrating our equalities and diversity.
- Prosper through understanding the needs and requirements of a healthy lifestyle.
- Be shaped for their future, their studies, their careers, and their lives as adults.

At Tile Cross Academy, we expect our students to be:

- On time, think smart and dress smart and be **Ready** to learn.
- **Respectful** of everyone in school; every child, every adult.
- **Responsible** for their learning and responsible for their actions.
- **Resilient** to the challenges that face them; in lessons and around school and as they grow through life.
- **Reflective**; understand what they do well, what they could do better and how they can all help each other grow and develop.





Our Creative Technology Faculty

The Creative Technology curriculum provides students with imaginative opportunities for learning key skills and knowledge within a range of exciting subject areas. The department offers an array of excellent facilities and latest technology to assist students in achieving high quality practical outcomes within a calm and purposeful learning climate.

The department consists of 6 members of teaching staff and 1 technician allocated in brand new specialist facilities. This includes a new art and photography classroom, kiln room and ICT Music suite situated above the state-of-the-art sports hall as well as a new food lab, textiles classroom, Engineering lab and specialist STEM centre. All classrooms have ICT facilities, and our STEM centre boasts 3D printers, 3D scanners, CNC routers, laser cutter and lathes.

Students are actively engaged in the extra-curricular opportunities the faculty presents, including STEM competitions, school productions, local community projects and collaborations with both primary and secondary schools within the Multi-Academy Trust. We are fortunate to work alongside Arconic, The NEC, The Pump and Matthew Bolton college who provide our students with many opportunities to exhibit their talents and gain industry experience.

“To provide variety and excitement within Creative Technology, engaging and challenging students and making their learning relevant to the world around them.”

At KS3 there is a broad range of design and make tasks available to students to help them prepare for KS4 and beyond and with a particular emphasis on practical projects. The schemes for these year groups are engaging, creative and offer effective opportunities for all groups of students to achieve well. Students demonstrate enthusiasm and motivation and take pride in the work they produce.



At KS4, we presently offer vocational courses in Music, Engineering, Food & Nutrition. New GCSE specifications that have been introduced for Art and Design, Textiles, Art, Photography and Graphic Communication are 100% controlled assessment and allow students the opportunity to study a range of cultural influences. Each unit builds upon their knowledge and skill base that then allows them to work independently and with confidence to produce personalised outcomes.

Teaching staff in the Creative Technology Faculty are passionate about their specialist subjects and providing our students with quality education that is enjoyed by both teacher and pupils. CORE values are effectively embedded in everything we do and assessment is used effectively to track progress of students to ensure all achieve their full potential.





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Job Advertisement

DT Technician

Required: 1st September 2026

Salary: Grade 2

Post: Permanent – Term Time Only

Employed by: Washwood Heath Multi Academy Trust

Based at: Tile Cross Academy, Gressel Lane, Tile Cross, Birmingham, B33 9UF

The Role

The DT Technician will support staff and students across the faculty, ensuring lessons run efficiently and safely. Responsibilities include preparing materials, maintaining equipment, supporting practical activities, and assisting with the organisation of departmental resources.

The Ideal Candidate will also be willing to support multiple subject areas including:

1. Art
2. Engineering
3. Photography
4. Food Technology/Hospitality and Catering.

Assist in lessons and contribute positively as a team player and support extra-curricular clubs within the faculty

Desirable Skills & Experience:

- Experience using **CAD/CAM systems (e.g. 2D Design)**.
- Competency in operating **laser cutters and other workshop machinery**.
- Experience of **stock ordering and resource management**.
- Knowledge of **DT machinery (DATA training)** or a willingness to undertake training.
- Ability to prepare materials and resources for practical activities.

This is an exciting opportunity to join a highly committed and innovative faculty within a well-resourced and inspiring environment. If you are passionate about supporting creative learning and developing practical experiences for students, we would love to hear from you.

Tile Cross Academy is a small and caring 11-16 mixed comprehensive school that was created on 1st May 2017 and is part of Washwood Heath Multi Academy Trust. We are proud winners of 'School of the Year' and have high expectations for our students in which they develop using our **Character Programme**. We aim to provide a high-quality education in an atmosphere of mutual respect where everyone is valued as an important member of our school community. With the wide range of backgrounds and cultures represented in our school population we celebrate diversity and difference, whilst recognising that we are all equal in a **Rights Respecting** ethos.



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We are part of Washwood Heath Multi Academy Trust, welcoming students from 11 years old to 16 years old, providing a standard of academic excellence for secondary and education. We are very proud of the positive learning experience offered to our students and the support available to ensure they achieve their full potential.

We:

- offer an excellent induction programme within a friendly and supportive environment
- offer a whole range of professional development opportunities to further develop colleagues' teaching skills and leadership potential, including a Supportive NQT Induction Process & Policy, Career Pledge for Teachers to support at each stage of career, paid opportunities to upskill via apprenticeship levy (right up to masters level).
- are creative and innovative in our approach to all aspects of school life
- have motivated, vibrant, multi-ethnic students and staff
- have a strong family ethos where individuals are respected and valued
- access to generous benefits, such as a pension scheme and sickness allowance
- Free on-site parking
- are part of the WHA Trust that provides a full suite of benefits and rewards to support wellbeing including 24/7 Employee Assistance Programme, access to wellbeing advice, cycle to work scheme, contribution to glasses for DSE users.

We know you would love working at Tile Cross Academy. We have wonderful, enthusiastic students and amazing staff who always go the extra mile for their classes.

Informal conversations are warmly welcomed. Please contact Amy Milner – PA to the Headteacher amilner@tilecross.academy

Closing date for applications:

Please apply online via our vacancies' page: www.tilecross.academy

N.B. CVs will not be accepted

We value our people and are dedicated to making sure that everybody feels empowered to bring their authentic self to work. We have an outstanding opportunity to work at Tile Cross Academy as a Subject Leader for Performing Arts.

We promise to treat all candidates fairly, consistently and with respect throughout the application, assessment, and selection process.

We are also "happy to talk flexible working" subject to the operational requirements of the role.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Further information about filtering offences can be found in the DBS filtering guide.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role

Tile Cross Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.



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Job Description – DT Technician

Responsible to: Head of Creative Technology Faculty

Liaising with: Teaching and support staff, Multi Academy colleagues and students

MAIN (CORE) DUTIES and Responsibilities

Preparation and clearing away of materials/samples for both classwork and examinations.

- Assistance with and/or support of open evenings, exhibitions, etc.
- Routine maintenance and simple repair of equipment.
- Planning and co-ordination of the general maintenance of equipment.
- Arrangement for the repair of equipment with outside agencies.
- Where trained to do so, and subject to the availability of appropriate equipment sharpen handsaws, drills and other tools.
- Where trained and authorised to do so, and subject to the availability of appropriate equipment, operate and maintain circular saws, handsaws, drills and other tools.
- Where trained and authorised to do so, and subject to the availability of appropriate equipment, operate and maintain the laser cutter and other tools.
- Carry out safety checks in accordance with laid down instructions and codes of practice.
- To update accordingly, maintain and keep a record of all risk assessments associated with the technology department.
- In the event of chemical spillage, ensure to liaise with the BSS that workshop floors, walls, benches and fittings are properly cleaned.
- Be aware of the appropriate and safe storage of chemicals and where necessary inform other members of staff of known hazards.
- Safe disposal of chemical preparations and toxic substances in accordance with relevant codes of practice.
- Organisation of stock and stores.
- Maintenance of inventories of departmental stocks of equipment and materials.
- Assistance with budget preparation for replacement and new equipment, tools and materials.
- Requisitioning materials and equipment to maintain adequate stock levels after liaison with the Head of Department.
- Liaison with the Head of Department regarding the use of new information technology equipment.
- To undertake a range of duties appropriate to the Technology department, in accordance with those duties performed by technicians.
- Have knowledge of CAD/CAM software including how to use the laser cutter (basic training from colleagues will be provided if this is not the case)
- Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
- To ensure all tasks are carried out with due regard to Health and Safety.
- To adhere to the ethos of the school.
- To promote the agreed vision and aims of the school.
- To set an example of personal integrity and professionalism.
- Adhere at all times to professional business standards of dress, courtesy and efficiency, in line with the ethos and specialism of the Academy.
- Uphold the Academy's behaviour code and uniform regulations.
- Participate in staff training and development.



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	<ul style="list-style-type: none"> • Attend team and staff meetings. • To train in provision of First Aid.
Operational/ Strategic Planning	<ul style="list-style-type: none"> • To oversee the technology area throughout the day and during break times, supporting students in managing their behaviour and maintaining a well-ordered environment in the Technology department. • To maintain up to date and relevant wall displays in the Technology department and update noticeboards accordingly. • To liaise with the department regarding timetabling issues and in-lesson issues. • The delivery of general administrative functions, such as distribution of correspondence, including general academy emails; organisation of the acquisition of stock; administrative support for the Head of Technology. • Administrative support for school events, including parents' information and consultation evenings. • To record and pass accurate messages to Academy staff and students. • To follow and adhere to academy safeguarding and child protection procedures and report any concerns as required. • To use computer systems to maintain a range of record systems required by teachers to support curriculum planning and delivery, including support on exclusions, awards and the behaviour and discipline system. • To maintain all accurate filing systems. • To undertake photocopying as required.
Professional Development	<ul style="list-style-type: none"> • To take part in the school's staff development and professional growth programmes by participating in arrangements for further training and professional development • To engage actively in the Performance Appraisal Review process • To work as a member of a designated team and to contribute positively to effective working relations within the school. DATA machine Training will be essential.
Management of Resources:	<ul style="list-style-type: none"> • To assist the Head of Faculty and Heads of Department to identify resource needs and to contribute to the efficient and effective use of resources. • To receive any deliveries of internal and external resources. • To place orders for departmental resources. • To keep stocks of, and to liaise with the reprographics technician in creating/ordering any promotional materials, or technology facility resources
<p>This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.</p> <p>June 2026</p>	



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Person Specification – DT Technician

Education/ Qualifications	Essential	Desirable
Level 3 Qualification (A Levels/GNVQS/BTEC)		√
Degree/post graduate study (specialising in an Arts subject).		√
Evidence of continuous training and commitment to further professional development.		√
Qualification or equivalent experience in joinery, metal working, and safe operation of power tools and equipment	√	
GCSE Grade C/ 4 in English and Maths	√	
Experience, Knowledge and Understanding		
Knowledge on or equivalent experience on how to use a laser cutter	√	
Knowledge on or equivalent experience on how to use metal working machines/tools	√	
Knowledge on or equivalent experience on how to use a circular saw, band saw, hand tools.	√	
Previous experience in a similar role	√	
Experience with working with pupils of secondary school age		√
Experience of working in an educational setting	√	
General office experience including answering telephones and dealing with a range of administrative tasks at the same time	√	
Experience of working with a range of administrative systems	√	
Skills and Abilities		
Be able to change machine blades	√	
Basic woodwork and metal work skills	√	
Ability to plan and organise work	√	
Ability to work as part of a team	√	
Excellent communication and organisational skills in writing and orally at all levels	√	
Ability to work hard under pressure while maintaining a positive, professional attitude	√	
Ability to organise and prioritise workload and work on own initiative	√	
Ability to take accurate messages and follow up where necessary	√	
Ability to communicate effectively with staff, students and external agencies and maintain good working relationships	√	
Excellent inter-personal skills	√	
Attributes/ Other		
Willingness to maintain confidentiality on all school matters.	√	
Commitment to Safeguarding, well-being and safety of pupils.	√	
Knowledge of the legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment.	√	
Awareness, understanding and commitment to equal opportunities.	√	
Willing to contribute to the wider life of the school.		√
Interests and experiences outside of teaching.		√



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- are creative and innovative in our approach to all aspects of school life
- have motivated, vibrant, multi-ethnic students and staff
- have a strong family ethos where individuals are respected and valued
- are part of the WHA Trust that provides numerous professional development opportunities

We know you would love working at Tile Cross Academy. We have wonderful, enthusiastic students and amazing staff who always go the extra mile for their classes.

Informal conversations are warmly welcomed. Please contact **Amy Milner – PA to the Headteacher** amilner@tilecross.academy

Application Packs are also available to download from our website on www.tilecross.academy

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