



Information for Applicants

Food and Textiles Technician

14 hours, (Monday & Tuesday) term time only

Grade CD

Permanent

Commencing September

Apply [HERE](#)

Tadcaster Grammar School
Toulston
Tadcaster
LS24 9NB

Telephone: 01937 833466

Acting Headteacher: Mr Riain Vernon

Dear potential applicant,

Thank you for expressing an interest in applying for the post of Food and Textiles Technician.

At Tadcaster Grammar School [TGS] we put the needs of students at the forefront of our decision making and practice. Our curricular and co-curricular offer responds to the aims and aspirations of individuals and we structure this as a 7-year experience. The school is fortunate to have a highly committed and talented staff and governing body and our students are motivated, articulate and keen to learn. TGS is a larger than average school, but we organise our pastoral systems so everyone is seen, heard and valued.

Several features of the school are likely to be of note to you if you visit. The first is the very open and welcoming nature of the school from both the staff and students. The second, the sheer variety of activities which are offered both within the curriculum and after school hours. TGS is a school with a strong reputation for looking after its students and where high standards of conduct are non-negotiable.

Our ambition for the school focuses on developing a culture where all students achieve highly whatever their background or ability. This relies on providing learning and teaching of the highest possible quality to engage, enthuse and motivate. At TGS we do not limit our definition of achievement simply to traditionally academic pursuits; we believe in developing well rounded individuals and, as such, we make a significant investment in the areas of sport, creative and performing arts.

If you feel you are ready for the challenge and would like to know more about the school and its activities please take a look at our website at www.tgs.starmat.uk. If you would like to speak with a member of the Food & Textiles team, or arrange to visit during a school day, please do not hesitate to contact us on 01937 833466 or h.hercberg@tgs.starmat.uk (Curriculum Team Leader)

If you chose to take your interest in the post further, I would encourage you to pay attention to the following whilst assembling your application:

- Job description and person specification
- The School and Yorkshire Learning Trust websites
- The School Vision and Values Statement

I hope the following information shapes your thinking and gives the guidance to help you apply.

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

I look forward to the possibility of meeting you soon.

Yours faithfully,

Mr R Vernon
Acting Headteacher

THE SELECTION PROCESS

The Yorkshire Learning Trust is committed to equality and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed. For further details about the school visit our website: [Tadcaster Grammar School](#).

If you wish to apply for the post of Food and Textiles Technician :

Fully complete the online application form on our careers website [HERE](#), ensuring all details are accurate and all declarations are signed. Please ensure you include details of two professional referees with one being your current employer (with email addresses).

Your Supporting Statement within the application form should be 2 sides A4 Ariel 12 point, 1.15 spacing maximum, addressing the following:

How your experience to date best fits you to the requirements of the following sections of the person specification:

- Experience
- Training
- Knowledge and skills

The short-listing process will, in part, assess your ability to communicate effectively and accurately in the written word.

Remember when addressing the above, *less is sometimes more*.

Timeline for the selection process

Post advertised	Wednesday 1st July 2026
Closing time/date for applications:	Monday 13th July 2026
Selection day:	Thursday 16th July 2026

Please address all return mail to Mrs R Evans (HR Advisor): tgs.recruitment@tgs.starmat.uk

Appendices

1	Job description
2	Person Specification

Appendix 1: Job Description

Job Title: FOOD AND TEXTILES TECHNICIAN

JOB DESCRIPTION

Grade:	C/D 3-6
Responsible To:	Curriculum Team Leader -Food, Nutrition and Care
Job Purpose:	To work, under the direction of the CTL to support the coordination of the use of practical resources and facilities and provide assistance and support the practical needs of the curriculum.

Main Responsibilities

Overall

- Required to work within school in supporting teachers with practical food and textiles lessons.
- To support teaching staff by preparing for practical food and textiles lessons, assisting during lessons where necessary and clearing up after practical lessons.

Operational

- Maintain a clean, safe, purposeful and orderly working environment. This includes regular cleaning of cookers, worktops, sinks , microwaves and refrigerators both in the classroom and in store rooms
- To be responsible for preparing and checking orders for the department and maintaining stock levels.
- To ensure items are laundered where necessary and equipment cleaned after use.
- To ensure all demonstration ingredients, equipment and provisions for lessons are prepared for use by the teaching staff. This includes the purchase of ingredients for demonstrations and sundry items for practical lessons.
- To carry out minor repairs and maintenance of equipment where possible and arrange for specialists to attend to more complex problems.
- To give support to teachers in preparing teaching resources.
- To support teaching staff and pupils during lessons with resources and activities related to practical work.
- To ensure the application of Health & Safety procedures and to raise awareness of Health and Safety issues in the food and textiles environment.
- To be available to assist at any time with problems that arise in the Department.

Communications

- Communicate effectively with all pupils and colleagues
- Remember and understand the procedures and legislation relating to confidentiality issues that apply to your role.
- Interact with pupils in a supportive way to aid the development of their ability to think and learn.
- Have the ability to use clear language to communicate information unambiguously to others including children, young people, their families and carers.
- Listen to concerns; recognise and take account of signs of change in attitudes and behaviour.

Resource Management

- Carry out stock control, compiling orders, liaising with finance and maintaining appropriate records.
- Lead on routine and non-routine checking, cleaning, maintenance, testing and repairing of equipment to the required standard.
- Assist in monitoring, controlling and keeping financial records of the departmental expenditure in accordance with the school's policy.
- Ensure the availability of suitable materials and equipment and suggest alternatives for suitability and economy.

Safeguarding

Show an awareness of and comply with the policies and procedures relating to child protection and safeguarding.

Show a commitment to safeguarding and promoting the welfare of children, young people and adults, recognise signs of change, danger or risk of harm and raise concerns as appropriate.

Provide relevant information, produce reports, attend and contribute to strategy meetings, CIN/CP meetings as required.

Undertake training to ensure knowledge around safeguarding is up to date.

Partnership working

Work with external agencies to support students and their families to seek the help that they require.

Skills Development

Practice Continuous Professional Development.

Attend team and staff meetings.

Engage in the school's performance management process.

Systems and Information

Record information on student behaviour, attendance, truancy from school, sanctions and exclusions.

Planning and organisation

Contribute to the development of behaviour and attendance policies, practice and procedures for the school.

Health and Safety

To be aware of and implement health and safety responsibilities as an employee and where appropriate any specialist or managerial health and safety responsible defined in the Health and Safety policy and

procedure. To be fully aware of the risk assessment process.

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Whilst the job outline provides a summary of the post, it is not a comprehensive list or description and the job will evolve to meet changing circumstances. Such changes would be commensurate with the grading and conditions of service of the post and would be subject to discussion and consultation.

All staff are required to comply with the school's policies, procedures and ethos.

Elements of the Job Description may be re-negotiated at the request of either party and with the agreement of both. The post holder may, in addition, be asked to carry out other reasonable duties within the Trust, (which could involve working at other schools), as may be required for the benefit of the school and the students' education and well-being.

In relation to Data Protection, Information Security and Confidentiality, all staff are required to comply with the school's policies and supporting documentation in respect of these issues.

As part of the Trust we pride ourselves on the work that we do supporting young people and welcome all applications. Visit the website [here](#) for access to our recruitment policies.

The Trust is committed to equality and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed.

Appendix 2: Person Specification

JOB TITLE: Technician Grade CD

	Essential upon appointment	Desirable on appointment
Experience		<ul style="list-style-type: none"> • Appropriate experience of working in a school department relevant to the role
Occupational Skills & Knowledge	<ul style="list-style-type: none"> • Good written and verbal communication skills: ability to communicate effectively and clearly with a range of staff, pupils and parents. • Good literacy and numeracy skills 	<ul style="list-style-type: none"> • Demonstrable ICT skills and ability to use them as part of the learning process, or, the ability to develop ICT skills in a reasonable time frame • Knowledge of specialist equipment and materials
Qualifications		<ul style="list-style-type: none"> • NVQ Level 2 or equivalent in a relevant subject. • Appropriate first aid training
Personal Qualities	<ul style="list-style-type: none"> • Demonstrable interpersonal communication skills • Ability to work successfully in a team • Able to exercise discretion & judgement • Self-motivated to complete required duties. • Confidentiality • Good time management skills • Flexibility 	
Other Requirements	<ul style="list-style-type: none"> • Enhanced DBS clearance • To be committed to the school's policy and ethos. • To be committed to Continual Professional Development. • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people. 	

	<ul style="list-style-type: none">• Emotional resilience in working with challenging behaviours; and, attitudes to use authority and maintaining discipline.• The ability to converse at ease with students, and provide advice in accurate spoken English is essential for the post.	
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