



Post	Full time Art, Design and Technology Technician
Department	Art, Design and Technology
Reporting to	Director of Learning
Liaising with	Director of Learning, Heads of Year, Parents and Carers, Teaching and Associate Staff
Salary/Grade	£18, 500 (FTE)

We are at the start of a very exciting journey and have worked extremely hard over the last year to create a culture of high expectations across the school, supported every step of the way by our Trust. This has been achieved through the development of strong and positive relationships with staff, students, parents and carers. Our reflective approach means we are always striving to improve in all we do and believe that mistakes are only an opportunity to learn.

Taking a broad holistic approach, we identify the barriers to learning that are likely to affect our students and work relentlessly to address them.

Our aim is for all students in our care to have the capacity to achieve their full potential and for our curriculum to nurture and develop each child's hidden talents throughout their time at RFSS. It is an exciting time to be working part of the RFSS family and as part of our trust Learning Today, Leading Tomorrow. RFSS opened in 2016, we relocated to our brand-new purpose-built facility in February 2020 and secured 'Good' in our most recent Ofsted inspection (July, 2021). The road hasn't been smooth, but it is a school committed to providing success for all its students and providing a workplace that supports its staff to ensure they are able to work to the best of their ability for our students every day.

You won't find teachers and staff anywhere else who are as committed to a school's purpose and supporting its success. Relationships are at the heart of RFSS and underpin our new core values and we are always looking for dedicated staff who share our ethos and demonstrate our values.

Please find below link to our website with the latest Ofsted report when we were graded as 'Good'.

<https://www.rugbyfreesecondary.co.uk/ofsted>

Our Values are:

Kindness – The quality of friendliness, generosity, consideration, honesty

Collaboration – The belief that working and learning with others will lead to greater success

Curiosity – A strong desire to know and to learn

Resilience - The ability to recover quickly and learn from the difficulties we face

Respect - To appreciate the importance of understanding and admiration for others and self

Endeavour - The belief that hard work is needed to achieve something we can be proud of

Areas of Responsibility and Key Tasks

- To maintain equipment and materials in the Art and Design and Technology
- To manage the storage of materials, equipment and student work
- To prepare specialist materials and equipment for use in lessons
- To support in lessons when required
- To assist with reprographics and ICT administration
- To be responsible for Art and Design and Technology departmental displays and the preparation, mounting and installation of student work around the school
- To be responsible for all ordering under the guidance of the DoL
- To complete documentation and maintain computerised/manual records associated with equipment and training within the Art and Design and Technology department
- To check incoming deliveries, to unpack and distribute as necessary
- To review the inventories of resources
- To carry out regular safety checks of all Design and Technology, and Art based equipment, recording faults and action taken in liaison with Health and Safety advisor
- To keep up to date with Health and Safety regulations and with developments in practical Art and Design and Technology

Safeguarding

- To ensure that all students have a safe environment in which they can learn, reporting any concern about the environment to a member of the site team or if appropriate to one of the Designated Safeguarding Leaders.
- To be aware of systems which support Safeguarding and following the procedures as highlighted in the Safeguarding Policy
- To identify students who may benefit from early intervention and liaise this with one of the Designated Safeguarding Leaders
- To consider the best outcomes at all times as to what is to be in the best interests of the students
- To protect students from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- To take action to enable all students to have the best outcomes

Generic Responsibilities of all Rugby Free Secondary School Staff

- Individuals have a responsibility for promoting and safeguarding the welfare of children and young people they are responsible for or comes into contact with. Part of this responsibility involves the checking of visitor identification at the point of school entry and the issuing of relevant safeguarding information.
- Ensure all tasks are carried out with due regard to Health and Safety.
- To remain confidential at all times.
- To undertake appropriate professional development including adhering to the principle of appraisal.
- 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 professionalism

Rugby Free Secondary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

If you feel that you could bring further impetus to our drive to improve the provision for our students and have the necessary energy, enthusiasm, and sense of humour to take us forward in this exciting curriculum area then please get in touch.

To arrange a visit to school or for an informal discussion with the Director of Learning, please call Baljit Mander, Operations Manager, on 01788 222060 or email;

baljit.mander@rugbyfreesecondary.co.uk

To apply, please

- use the quick apply function on the TES website; <https://www.tes.com>
- via our school website; <https://www.rugbyfreesecondary.co.uk/job-board>

Closing date for applications: Friday 3rd December 2021

Interview date: w/c 6th December 2021

Learning Today, Leading Tomorrow (LT2) is committed to safeguarding children; successful candidates will be subject to an enhanced Disclosure and Barring Service check. LT2 is always happy to receive speculative applications from excellent teachers and support staff. This job description is current at the date shown but in consultation with the post holder may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title. We reserve the right to withdraw this vacancy at any time.