



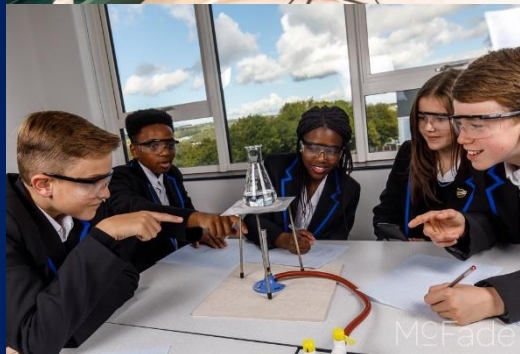
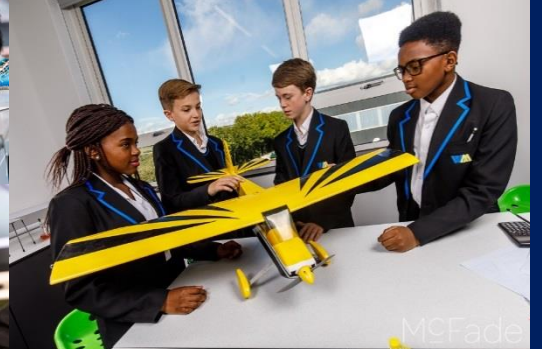
Whitcliffe Mount School
Enjoy • Achieve • Celebrate



Art Technician

Candidate Information Pack







Whitcliffe Mount School

Enjoy • Achieve • Celebrate

Headteacher: Miss Jennifer Templar



"This school continues to be good" - Ofsted September 2017

Dear Candidate,

I am delighted that you are considering joining us as Art Technician at Whitcliffe Mount. We are proud of our track record of ensuring our students enjoy their time at school and achieve highly, so that we can celebrate their successes. We are a good and improving school and ensure that students enjoy, achieve and celebrate their time at Whitcliffe Mount. I joined the school as Headteacher in September 2013 and I can honestly say it is a fantastic place to work – staff and students have made me feel extremely welcome!

In December 2013 we were visited by OFSTED who judged us as being good across the board. In September 2017 they revisited and confirmed that "Whitcliffe Mount continues to be good". The Ofsted team spoke very highly of our students who were fantastic ambassadors for Whitcliffe Mount during the inspection and we were proud to receive feedback on our students' excellent behaviour, their active participation in a range of school activities and clubs, the respect they show to others and the welcoming environment. Our students spoke openly with inspectors, explaining they felt safe and happy and that they were making good progress at Whitcliffe Mount. We have always celebrated our students' talents and achievements both academically and socially, but it is nevertheless fantastic to have this endorsed by Ofsted.

Student achievement is rising rapidly in the school. We expect a high standard of achievement, behaviour, attendance, punctuality and appearance from all our students. We believe that Whitcliffe Mount provides the ideal environment for our students to reach their potential in all areas. We also promote excellence in terms of examination results. I am delighted that all our young people achieved a qualification in 2021, with 66% of students achieving the new basics at grade 4+ in English and Maths, alongside this, an amazing 30% of students achieved 3 7-9 grades or equivalent.

To ensure our staff are fully supported we have a comprehensive, personalised CPD programme and an excellent induction programme. We are also part of the Calderdale and Kirklees Teaching School Hub which offers opportunities for cross school working and further professional development opportunities.

Whitcliffe Mount has a very strong tradition of extracurricular activities and curriculum support activities with particular strengths in both Sport and Performing Arts, where students develop confidence and independent learning skills. OFSTED said 'The development of students' social, moral, spiritual and cultural skills is a strength of the school. This is promoted through students' participation in a wide range of school events, clubs, activities and trips that are timetabled to take place in every week of the school year.'

If you would like to apply for the post of Art Technician at Whitcliffe Mount, please complete all the relevant sections of the Kirklees application form. A CV is not required. You should also enclose a letter of application (no longer than two sides) which briefly summarises what particular experience, skills and abilities you can bring to this post and why you would be like to join us on our journey at Whitcliffe Mount.

The deadline for receipt of applications is **Thursday 3rd February 2022 at 12.00 noon**. Completed applications should be returned by email to recruitment@whitcliffemount.co.uk or by post to Mrs C Clough, Headteacher's PA.

We look forward to hearing from you.

Yours sincerely,

Jennifer Templar
Headteacher



Background information

Whitcliffe Mount School is an 11-16 oversubscribed comprehensive school with over 1250 on roll. The school is located on a pleasant green-field site on the outskirts of Cleckheaton, a medium-sized town which provides a wide range of reasonably priced housing. Junction 26 of the M62 (Chain Bar) is only one mile away and communications are good. The school is within easy reach of Leeds, Bradford and Huddersfield (all within 30 minutes travelling time) whilst Manchester, the Pennines, Yorkshire Dales and a wide range of countryside can all be reached easily.

The Student Support Team in the school is built around the child. The students are all a member of a form group organised by Year group. Alongside this, the school House system is organised in 5 sections which are grouped vertically through the school and add a competitive element to school life and provide a clear sense of belonging to a specific house.

The school's ethos is based upon a view that all students and staff should ENJOY, ACHIEVE & CELEBRATE at Whitcliffe Mount. We are committed to raising standards of student achievement, but in an environment which sees education as an exciting and enjoyable activity.

We actively encourage young people to develop a range of skills including teamwork, creativity, positive thinking, independence and reflective skills both within the curriculum and in our 'We Are Whitcliffe' and House Activity events. Alongside this we ensure our students develop confidence and responsibility promoting a love of learning and are ready for the wider world of education and work when they leave school.

In September 2017, Whitcliffe Mount moved into a brand new school, built under the Priority Schools Building Project. Students and staff have been delighted with the brand new facilities.

Benefits of working at Whitcliffe Mount School

We believe in looking after our team. We do that by providing a number of employee benefits including:

- An attractive pension scheme for both Teaching and Support Staff.
- As part of Whitcliffe Mount's wellbeing commitment to employees we hold wellbeing INSET days and disaggregated days to give time for you. We also offer staff 'fat burn' fitness classes and hold regular staff meditation sessions.
- Employee Healthcare are the in-house occupational health and wellbeing department providing a range of services to employees. They offer support to help you stay healthy, prevent illness and cope with difficult and challenging times. This includes access to in-house counselling services, Physiotherapy and HEAL.
- All staff get access to our Employee Assistance Line - Care First is an independent provider of confidential workplace support and offers a professional telephone counselling, information and advice service about a range of matters.
- My Staff Shop - the home of our employee benefits, offering discounts on everything from groceries and shopping through to holidays, insurance, days out, restaurants and more.

Please visit the school website for further information:

www.whitcliffemount.co.uk

Art, Design & Technology Faculty information for applicants

The ADT Faculty has eight specialist teachers and three technicians. The faculty is well resourced and has good teaching facilities, including a range of ADT machinery, a 3D printer, laser cutter and a sublimation printer in addition to a kiln, printing press and regular access to laptops and computer rooms.

All teachers in the department follow a variety of schemes of work, which include lessons covering all aspects of Art, Design and Technology. These are reviewed regularly to ensure they are innovative and fully prepare students to achieve their best. Art and Design and Technology are popular subjects in the school, with KS4 courses running in WJEC Engineering, GCSE Art, BTEC Tech Awards 3D Product and Textiles and GCSE Food and Nutrition.

KS3 Art is closely linked to the Art and Design specifications at KS4 to help students move seamlessly up the school, and as a Faculty, we are constantly trying to improve our schemes and develop all aspects of the new curriculum, valuing new input and ideas.

Enrichment is important to the faculty and we have been developing opportunities for all year groups. We regularly enter competitions; Engineers recently competing in the Rotary Club region competition, Food students made it to the finals of 'Young Chef of the Year', Textiles competed in the Quilt Festival and a Year 8 Art class has won a glassmaking workshop! We have organised trips to The Clothes Show, London and the Yorkshire Sculpture Park to link learning in Art and Technology to activities outside the classroom.

We are a friendly, supportive faculty and seek to provide interesting and engaging lessons to motivate all students.

Curriculum Structure 2021-22

| Director of Learning English | Director of Learning Maths/ Computing | Director of Learning Science | Director of Learning ADT | Director of Learning Humanities | Director of Learning SMSC | Director of Learning Performance | Director of Learning MFL | Director of Learning SENCO |
|---------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------|--------------------------|--------------------------------------------|
| Deputy Director of Learning x1 | Deputy Director of Learning x 3 Lead Practitioner | Deputy Director of Learning x 2 Lead Practitioner | Deputy Director of Learning x 4 | Deputy Director of Learning x 1 Lead Practitioner | Deputy Director of Learning x 1 Careers Lead | Deputy Director of Learning x 2 | | Nurture Teacher |
| KS3 | KS3 | KS3 | KS3 | KS3 | KS3 | KS3 | KS3 | KS3 |
| English Skills Step up to English | Maths Computing | Biology Chemistry Physics | Technology Art | History Geography | Pace RS Y7/8 | Music PE Drama Y8/9 | French Spanish | SEND Inspire Interventions Skills |
| KS4 | KS4 | KS4 | KS4 | KS4 | KS4 | KS4 | KS4 | KS4 |
| English Literature English Language Step up to English GEM | Maths Statistics Further Maths iMedia Computing GEM | Trilogy Biology Chemistry Physics | Art Engineering Food 3D Product Textiles | History Geography | RS HSC Business PACE | Core PE Music Audio Performing Arts Drama Sport Science | French Spanish | Princes Trust Step-Up SEND |
| Faculty HLTA/ETA | | | | | | | | |
| 1 x HLTA 1 x FETA | 1 x HLTA 1 x FETA | 2 x FETA | | 2 x FETA | 1 x FETA | 2 x FETA | 1 x FETA | 1 x FETA 1 x Wellbeing Mentor |
| Technicians | | | | | | | | |
| LRC Manager | | 2 x Technician | 3 x Technician | | | | | |

*FETA = Faculty Educational Teaching Assistant



Our Vision

We are on a journey from 'good to great' and our core principles to underpin this are:

'Students to be the best they can be'

Each student, regardless of ability, background or prior behaviour record, has the right to an outstanding education, care, guidance and support.

'Staff to be the best that they can be'

Each member of staff, regardless of position or experience, is a critical player on our journey and needs to be recognised and valued as such.

Our Ethos

The school's ethos is based upon a view that all students and staff enjoy, achieve and celebrate at Whitcliffe Mount.

This ethos encompasses everything we do.

We Are Whitcliffe

We actively encourage our students to develop our 'We Are Whitcliffe' skills and House Activity events

Reflective Learner

Team Worker

Responsible Citizen

Independent Thinker

Creative Entrepreneur

We are committed to

Quality of Education

- Students, particularly the most vulnerable, are helped to catch up on learning missed through school closures
- Delivering high quality remote learning if required
- Adopt and implement a highly ambitious curriculum
- Expect all students including those with special educational needs, those considered disadvantaged or other vulnerable children/young people, to achieve the highest academic standards
- There is a strategic, rigorous and sequential approach to the reading curriculum across the school.

High expectations at all levels

- Students, particularly the most vulnerable, rarely miss school
- The school has high expectations for students' behaviour and conduct. These expectations are commonly understood and applied consistently.
- Students feel safe in school and are better able to manage risks outside of school
- Students improve and/or maintain their mental health and learn about relationships, sex and health
- Students are ambitious about their learning and future career options
- The school's enrichment programme and wider work supports students to be confident, resilient and independent and to reinvigorate our ethos of Enjoy, Achieve, Celebrate, following Covid
- Leaders engage with their staff and are aware and take account of the main pressures on them.
- Deliver outstanding and consistent business support which underpins and enables the school to succeed.

As part of meeting these goals we need to ensure consistency (including professionally challenging and supporting each other). This leads to great progress and outcomes for all our students.

KIRKLEES COUNCIL

J O B D E S C R I P T I O N

SECTION: ALL SCHOOLS MODEL - TECHNICIAN

JOB TITLE: TECHNICIAN

GRADE: 5

PURPOSE OF JOB

Under the direction and guidance of the *Head of Department/Technician Manager/Senior Technician Manager*, to co-ordinate the use of the practical resources and facilities and provide assistance and advice in meeting the practical needs of a specific curriculum area (Art, Maths), including liaising with teaching staff and support staff outside the department.

KEY AREAS

1. Department/Resources Servicing
2. Construction and Repair
3. Health and Safety
4. Advisory
5. Administration
6. General

DUTIES AND RESPONSIBILITIES

1 Department/Resources Servicing

- 1.1 To assist in the maintenance of materials, tools, equipment, and stock cupboards required for demonstration and for practical work in all workshops/classrooms.
- 1.2 Under the supervision of the Senior Technician and/or Technician Manager, set up demonstration practicals as requested, ensuring they work safely and effectively, and are cleared away.
- 1.3 To assist in the general maintenance of the workshop/classroom ensuring that all surfaces and equipment are clean and safe to use.
- 1.4 To deliver equipment, apparatus and resources to workshops or classrooms as requested.
- 1.5 To collect, clean, check and return materials, tools, apparatus and equipment to stores.
- 1.6 To set up ICT and multi-media equipment.

2 Construction & Repair

- 2.1 To maintain and repair workshop tools, apparatus and equipment to required standards, including obtaining estimates for more complex repair work.
- 2.2 In consultation with the Director of Learning – Art, Design & Technology to test new equipment and devise new practical work.
- 2.3 To construct and/or modify of workshop resources/apparatus for use and display.

3 Health & Safety

- 3.1 To assist in the safe storage of and/or disposal of equipment, materials, tools, and stock cupboards in line with recognised procedures (e.g COSHH) and contribute to the production of appropriate risk assessment (to include appropriate labelling of materials used in the workshop/classroom).
- 3.2 In liaison with Director of Learning – Art, Design & Technology, inspect, maintain and ensure correct use of safety equipment.
- 3.3 To keep up-to-date with health and safety requirements and with developments in relation to the particular curriculum area. (Attending courses and reading publications.)
- 3.4 To give health and safety information to technical staff, teachers and pupils/students.
- 3.5 Under the direction of inspect, maintain and ensure correct use of safety equipment. ensure that COSHH regulations are complied with, reporting problems, and taking remedial action on request.
- 3.6 Undertake routine safety checks on workshop equipment, appliances, and computer equipment reporting to relevant senior staff.

4 Advisory

- 4.1 To operate a loan system for equipment internally and with other schools, advising on suitability of materials, tools and equipment and practical work.
- 4.2 In consultation with the inspect, maintain and ensure correct use of safety equipment, maintain awareness of current developments through appropriate training.
- 4.3 To assist in supporting and advising pupils/students during lessons and demonstrations.
- 4.4 When required to assist teaching staff with practical demonstrations, lessons, and/or ICT activities/extra curriculum activities.
- 4.5 Assist with the supervision of pupils/students on activities excursions out of school.

5 Administration

- 5.1 To assist in the operation of an efficient system for ordering, stocking, storing and distributing of items used in the Department, including any associated record keeping.
- 5.2 To operate all relevant information and recording systems including cataloguing, filing and inventories, and legal records as they relate to Health and Safety and equipment/appliance testing.

- 5.3 To receive and check deliveries and associated invoices.
- 5.4 To obtain materials by local purchase.
- 5.5 To make petty cash and/or requisitions for stock in line with the schools established financial procedures.
- 5.6 Responsible for display around school and within the department.
- 5.7 Make recommendations of purchasing equipment to inspect, maintain and ensure correct use of safety equipment.

6 General

- 6.1 As part of your wider duties and responsibilities you are required to promote and actively support the School's/LA's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It isn't just about the very old and the very young, it is about everyone who may be vulnerable.

Please click [here](#) to read our safeguarding policy. Alternatively go to:

<https://jobs.kirklees.gov.uk/GenText.aspx?page=page1>

- 6.2 Carry out your duties with due regard to current and future School's/LA's policies, procedures and relevant legislation. These will be drawn to your attention in your appointment letter, your statement of particulars, induction, ongoing performance development and through School communications.

RESPONSIBLE TO: Director of Learning – Art, Design & Technology

RESPONSIBLE FOR: None

| | |
|------------------------------|----------|
| JD Reference No | SS/T05 |
| JD Prepared / Amended | OCT 2009 |
| Refers to Estab(s) | |



Art Technician - Employee Specification

| Relevant Experience | Essential | Desirable | Assessment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|------------|
| Experience of preparation of material required for demonstrations/practical work and of assisting with demonstrations. | ✓ | | AF/I/R |
| Experience of providing assistance with general maintenance. | ✓ | | AF/I/R |
| Previous experience of working in a school environment. | | ✓ | AF/I/R |
| Qualifications | Essential | Desirable | Assessment |
| GCSE qualification in Maths and English grade A-C | ✓ | | AF/I |
| Qualification in an Art subject | | ✓ | AF/I |
| Special Knowledge and Skills | | | |
| Practical skills and ability to carry out basic repairs/maintenance. | | ✓ | AF/I |
| Ability to work on own initiative and as part of a team. | ✓ | | AF/I/R |
| Ability to communicate effectively with staff and pupils. | ✓ | | AF/I/R |
| Ability to provide relevant advice and support to teachers. | ✓ | | AF/I/R |
| Knowledge of Health and Safety. | ✓ | | AF/I |
| Knowledge of and commitment to the Local Authority's Equality and Diversity Policy and how it relates to the duties of the job | ✓ | | I |
| Basic knowledge of ICT software and packages. | ✓ | | AF/I |
| Any additional factors | | | |
| Commitment to ongoing personal training and development. | ✓ | | I |
| Willingness to undertake an enhanced Disclosure and Barring Service check. Please note a conviction may not exclude candidates from employment but will be considered as part of the selection process. | ✓ | | I |

AF – Application Form

I – Interview

R – References



Whitcliffe Mount School
Headteacher - Jennifer Templar

Turnsteads Avenue, Cleckheaton,
 West Yorkshire, BD19 3AQ
 Tel: 01274 851152

Email: office@whitcliffemount.co.uk
 Website: www.whitcliffemount.co.uk
 Follow us on Twitter [@WMount](https://twitter.com/WMount)