

# Food Technician Candidate Pack

Montsaye  ACADEMY



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# About us

"We pride ourselves on being at the heart of the local community"

Montsaye Academy is located in the historic Northamptonshire market town of Rothwell, easily reached from Leicestershire, Northamptonshire, Warwickshire and Bedfordshire. Northamptonshire is a popular place to live and one of the greenest counties in England with over 161 parks covering 1600 acres. Montsaye Academy is a vibrant and active community where learning and achievement, in their widest sense, are viewed as the core purpose of our work. It is also a caring and supportive environment in which children can become adults, unafraid to make mistakes, flexible enough to overcome obstacles and ambitious enough to be extraordinary not average.

The school is a member of Pathfinder School's Multi-Academy Trust and collaborates closely with the Trust Central Team, and its nine other Schools. The academy has developed very effective partnerships with other local secondary schools, which enhances our curriculum and supports our practice.

We are fortunate to support the learning of over 1000 students between the ages of 11-18, including a vibrant Sixth Form. Our students join us from Rothwell and a number of neighbouring villages and towns. We employ close to 200 staff, including 70 teachers and leaders and 130 support staff, who enable our academy and students to thrive.

Our on-site facilities include:

- A Community Sports Centre with a Sports hall, Swimming Pool, Fitness Suite, Dance Studio, a full-size 3rd Generation Rubber Crumb all weather surface, grass football pitches and Multi-use Games areas.
- Staff room and Faculty bases
- State-of-the-art Science laboratories
- Dedicated Sixth-Form area
- Recently refurbished restaurant and café



# Our Values Excellence, Resilience Aspiration



“

These are more than just words on a page—they reflect who we are today and guide our decisions’

”

As an educator of young people, what we do speaks volumes. How we do it resonates even more loudly. Our values of **Excellence**, **Resilience** and **Aspiration** underpin everything we do and have become common language throughout the academy.

**Excellence**—The spirit of Montsaye is one that celebrates excellence in all things. Our curriculum is specifically aimed at making lessons both varied and challenging by putting enquiry, thinking, questioning and independence at the heart of everything we do.

**Resilience**—Resilience in learning is about persevering through setbacks, taking on challenges and risking mistakes to reach a goal. Here at Montsaye we want everyone staff and pupils alike to have the tenacity to overcome barriers and exceed expectations.

**Aspiration**—Inspiring students and staff to be the best they can be is a whole school approach, we want our students and staff to seek new and exciting opportunities to develop themselves. At Montsaye we invest heavily in our student careers and our staff continuous professional development programmes.

# Career Development

**'Monsaye Academy  
nurtures aspiring  
leaders'**

We are a research engaged school and our teaching and learning strategies are driven by the evidence of what works. Our aim is to re-intellectualise teaching and to give all our teachers the opportunity to engage in research and development to improve their teaching practice.

We are committed to developing our staff and invest heavily in our well developed CPD programme, as well as giving our staff the freedom to focus on highly effective learning.

We also provide our staff with access to accredited qualifications and training.

## **Apprenticeships**

Both our support staff and teaching staff have access to apprenticeships unique to their area of work.

## **Early Career Framework**

We are proud to be a member of Pathfinder Schools who in partnership with the Best Practice Network (BPN) will be delivering the new Early Career Framework. Our Early Career Teachers will benefit from our specialist skills in the new framework.



## **National Professional Qualifications (NPQ'S)**

Pathfinder Schools is an official NPQ delivery partner who in collaboration with the Outstanding Leaders Partnership (OLP) are delivering the National Professional Qualifications (NPQ) training programmes to schools. The qualifications draw from the very latest evidence and research into pedagogy, behaviour, curriculum and more.

# What our staff say...



**“There’s a family atmosphere amongst staff”**

**“Shared resources allow flexibility, and we are constantly evolving to further improve”**

**“Excellent team spirit”**

**“There’s a staff buzz; they rally the troops and get on board to have some fun”**

**“Montsaye staff really care about the students”**

# Staff Wellbeing



“

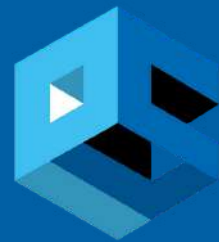
**‘Team Montsaye:  
staff look out for  
each other.’**

”

Montsaye Academy is heavily invested in staff wellbeing and is proud to offer access to the following;

- A dedicated wellbeing hub
- A weekly focus on wellbeing with regular wellbeing-focused activities
- Cake Wednesdays, where staff have the opportunity to bring in their bakes and catch up with colleagues
- A reduced membership rate for our on-site Sports Centre, which boasts a pool and modern gym where staff can swim for free
- Access to 24/7 telephone counselling service for staff and their immediate family via Zurich
- Access to a health and wellbeing cash plan via Westfield Health
- Access to trained staff Mental Health First Aiders, and part of the Pathfinder Schools Wellbeing Committee
- Access to an exceptional Occupational Health advice
- Support to create Wellness Action Plans
- An employer who is committed to empowering our colleagues to achieve and maintain life-work balance

# Being part of Pathfinder Schools

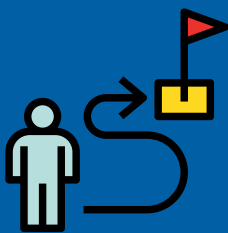


Pathfinder Schools is a cross-phase, multi-academy Trust of 10 schools in the north of Northamptonshire. Our Trust includes both church and community academies and we work closely together, connected by the vision we share for our pupils. Each school has its own unique character but we are unified by our unshakeable belief in the power of education to change lives. We believe that staff and pupils can flourish when they are happy and well-supported. We are inspired by the challenge of providing children with a rich tapestry of experiences that allow them to explore the world and their place in it.

We are passionate about our values of **Aspiration, Responsibility and Courage**, we believe that when people feel respected and included they can be more creative, innovative, and successful.

## One Trust, transforming lives and communities, inspiring greatness

### Our purpose



Our Trust is a growing family of schools, built on a commitment to the development of the children and young people in the communities we serve.

We exist to deliver the very best educational outcomes for every learner.

Based upon a foundation of independence, we empower young people to broaden their horizons and open their minds to new opportunities.

### Our vision



Together we want to develop inspirational schools which instil Aspiration, Responsibility and Courage in every learner, enabling them to find the greatness within them.

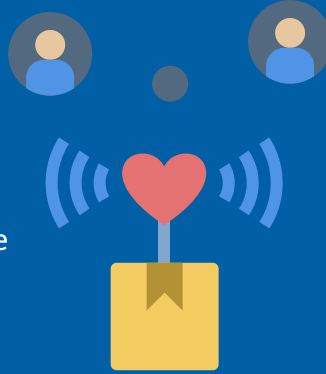






## Our strategic objectives

- Every school a great school
- Every school an inspiring place to work and learn
- Every school a school of choice in the community
- Every school expertly supported by a strong central team



## Our Values

Our values stand at the very core of everything. They are the centre from which all we do and say radiates, guiding the way that we work together.

## Our Values

### Aspiration

#### We aim high



Everyday we aim to be the best we can be. We are all striving to reach our own personal greatness. We recognise that we do not all start from the same place and we work to enable all to overcome barriers and achieve their full potential.

### Responsibility

#### We play our part



We believe that we are all responsible for making Pathfinder Schools an inspiring place to work and learn. We hold ourselves accountable for our own actions, admit when we have failed against our own standards, feel comfortable asking for support and always strive to be our best selves.



### Courage – We are brave

We are a Trust that faces challenges directly, we are honest about the decisions we make and the reasons for them. We support each other through difficult times in our learning and in our lives. We have the strength to persevere in the face of difficulty, uncertainty and challenge.

# Food Technician



# Advert

We are looking to appoint an enthusiastic and committed Food Technician.

Montsaye Safeguarding Policies and Procedures are available on their website, which can be accessed on the following web address:

<https://www.montsaye.northants.sch.uk/about-us/policies-and-funding/>

Being part of Pathfinder Schools offers a fantastic opportunity to develop yourself, as a Trust we actively encourage collaboration and the sharing of good practice; we believe that by developing a love of learning and having the highest expectations, all members of the Pathfinder Schools community can achieve and inspire greatness.

Our employee lifecycle processes are designed to prevent discrimination against our colleagues, regardless of gender identity or expression, sexual orientation, religion or belief, pregnancy and maternity, marital status, ethnicity, age, disability status, or any other aspect which makes them unique. While we have more work to do to advance diversity and inclusion, we're committed to moving our Trust and the education sector forward.

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Pathfinder Schools are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. DBS, Reference, Identity, Criminal Record and Medical Checks are mandatory for all posts within Pathfinder Schools.

## Contract type

- Permanent
- Part Time
- 27 hours per week
- 39 weeks per year

## Salary

- Grade D Points 3 - 4
- £22,737 - £23,114 per annum pro rata

## Interviews

- TBC

## Start Date

- September 2024

## How to apply

To apply, please complete a Pathfinder Schools application form, which can be downloaded from the vacancies page of the website

[www.pathfinderschools.org.uk/join-us/vacancies](http://www.pathfinderschools.org.uk/join-us/vacancies)

Completed application forms should be accompanied by a letter of application and should be sent to [recruitment@pfschools.org.uk](mailto:recruitment@pfschools.org.uk)

## Online searches

As part of our rigorous Safer Recruitment process, Pathfinder Schools has adopted the practice of online searches for external shortlisted candidates. The purpose of the search is to enable us to fulfil our duty under Keeping Children Safe in Education and is part of our due diligence to identify any incidents or issues that have happened, and are publicly available online, which we may need to discuss with you during interview.

Therefore, if you are shortlisted for a role, an appropriate online search will be undertaken on your name(s). Consent to an online search is included in the Pathfinder Schools application form. Searches are based on publicly available information, therefore where your profiles are private or are locked, no further search will be required on these pages. Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

Pathfinder Schools is passionate about its values of Aspiration, Responsibility and Courage, we believe that when people feel respected and included, they can be more creative, innovative, and successful. We are committed to an inclusive workforce that represents many different cultures, backgrounds and viewpoints. Our employee lifecycle processes are designed to prevent discrimination against our colleagues, regardless of gender identity or expression, sexual orientation, religion or belief, pregnancy and maternity, marital status, ethnicity, age, disability status, or any other aspect which makes them unique. While we have more work to do to advance diversity and inclusion, we're committed to moving our Trust and the education sector forward.

# Food Technician

## Job Description

Accountable to: Head of Department

Responsible to: Head of Department

Principle responsibilities of the post:

- To provide a high quality service to the department.

### Specific Duties:



- Preparing equipment before lessons
- Shopping for ingredients and setting up of experimental work
- Assisting with the issue of equipment during practical lessons
- Preparation of ingredients for demonstrations
- Cleaning after practical lessons
- Ordering and monitoring of stock
- Preparation of food equipment e.g. food mixers etc.
- Preparation for activities such as ERA days (Excellence, Resilience, Aspiration)
- Cleaning stock cupboards on a regular basis
- Washing equipment after lessons and as required
- Cleaning fridges, microwaves and cookers on a daily basis
- Preparing ingredients for students who are unable to provide them
- Checking and removing foods in ovens after the lesson has finished
- Ensuring students foods are stored safely after the lesson
- Tidying students units on a regular basis to ensure that equipment is in the right place for easy access
- Maintaining the inventory
- Finding recipes as required by the classroom teacher
- Set up teaching equipment such as the food printer, recipes, worksheets
- Contribute to ideas for SoW
- Responsible for all Food Room displays
- Prepare materials for Open Evening & Special events
- On call as First Aider
- Level 2 Food Hygiene certificate (can be completed in role)
- Assistance with administration of required trip information for educational visits
- Maintain the accounts for the Department Capitation

The specific duties listed for the post are not exhaustive, and the postholder may be required to undertake other duties as reasonably required the by Head of Design.

# Person Specification

## Food Technician



	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Literacy and Numeracy equivalent to level 2 (Maths and English equivalent to grade C or level 4 GCSEs)</li> </ul>	
<b>Experience &amp; skills</b>	<ul style="list-style-type: none"> <li>Experience in working with people</li> <li>Experience of working in similar environment</li> <li>Good verbal communication skills</li> <li>Good organisational skills</li> <li>Ability to work under pressure</li> <li>Understanding of the importance of Health and Safety &amp; COSHH Awareness</li> <li>Effective time management</li> <li>The ability to work as part of a team</li> <li>Able to use Microsoft Office efficiently</li> <li>Evidence of a commitment to CPD</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of working with young people</li> <li>Experience of working in schools</li> <li>Experience of working with finance and maintaining a budget</li> <li>A willingness to contribute to the wider aspects of academy life</li> </ul>
<b>Written application</b>	<ul style="list-style-type: none"> <li>A well constructed legible application</li> </ul>	
<b>Communication</b>	<ul style="list-style-type: none"> <li>An ability to communicate effectively in oral and written forms</li> </ul>	
<b>Relationships</b>	<ul style="list-style-type: none"> <li>An ability to establish good working relationships with staff and the ability to form and maintain appropriate relationships and personal boundaries with students</li> </ul>	
<b>Equal Opportunities</b>	<ul style="list-style-type: none"> <li>An understanding of issues relating to equal opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Examples of good practice from their own experience</li> </ul>
<b>Disclosure and Barring Service Check</b>	<ul style="list-style-type: none"> <li>Willingness to provide a full Disclosure &amp; Barring Service Record disclosure</li> </ul>	

# Contact us



**1** Visit us Montsaye Academy  
Greening Road  
Rothwell  
Kettering  
Northamptonshire  
NN14 6BB

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**2** Call us Tel: 01536 418844

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**3** Email us School Business Manager, Wayne Eldridge  
[weldridge@montsaye.pfschools.org.uk](mailto:weldridge@montsaye.pfschools.org.uk)

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**4** Follow us @Montsaye



**5** Visit our website [www.montsaye.northants.sch.uk](http://www.montsaye.northants.sch.uk)

