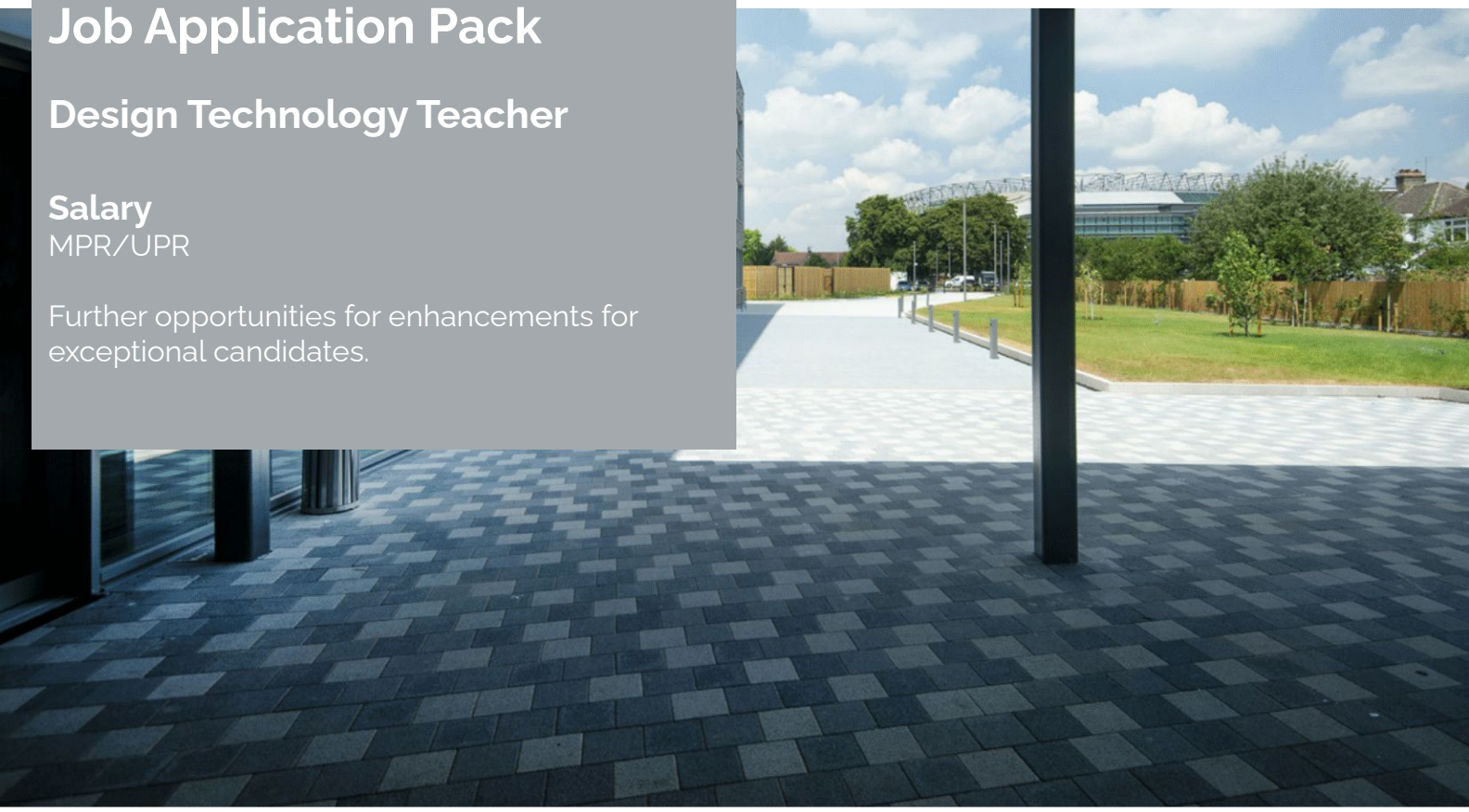
The Richmond upon Thames School

Job Application Pack

Design Technology Teacher

Salary
MPR/UPR

Further opportunities for enhancements for exceptional candidates.



Dear Candidate,

I am delighted that you have expressed an interest in The Richmond upon Thames School (RTS).

As a thriving comprehensive secondary academy (11-16), we have grown rapidly since opening in 2017 and now have 762 students across Y7 to Y11. In partnership with our Campus Partner, Richmond upon Thames College, we have launched RTS Sixth Form Plus, a distinctive, jointly-led provision designed to ensure our students experience a seamless and aspirational transition to KS5.

The years ahead promise to be particularly exciting. Situated at the heart of the Richmond Education and Enterprise Campus, RTS is uniquely positioned within a dynamic hub of education and innovation. We work alongside two outstanding special schools (Clarendon and Capella House) and a leading further education college (Richmond upon Thames College), creating a truly collaborative learning environment. Our state-of-the-art, purpose-built premises, alongside the next phase of campus development, including our new Sports Centre and the College's STEM Centre, both of which opened in 2024, provide an exceptional setting in which to learn and work.

Our ambition to do the ordinary differently continues to define our journey, as we establish RTS as a beacon of excellence. We recognise that being an outstanding school depends on the exceptional people within it. That is why we are committed to recruiting, supporting, and developing dedicated professionals who are passionate about education's transformative power. We want our staff to thrive, to excel through professional development, and to contribute meaningfully, not only to our students' lives but also to the broader educational landscape. At RTS, we foster an environment where ambition, innovation, and inclusivity shape the next generation of learners and leaders.

If you are driven to engage and inspire students, eager to work within a team of professionals who are relentlessly focused on continuous growth, and keen to collaborate with our industry and education partners, Haymarket Media Group, Harlequins FC, the National Physical Laboratory (NPL), and Richmond upon Thames College (alongside the wider HRUC group), then RTS is the perfect place for you. Our partnerships allow us to diversify and enrich the student experience, ensuring that every young person leaves RTS equipped for limitless opportunities and ready to be a champion for equality and social justice.

We welcome prospective candidates to reach out with any questions prior to submitting an application. Please contact Barbara Munro, PA to the Head Teacher, at pa@rts.richmond.sch.uk to arrange a suitable time.

We look forward to receiving your application and wish you well with the process.

Kelly Dooley
Head Teacher - The Richmond upon Thames School

Our motto

Excellence Through Endeavour

Our school

RTS is a co-educational, non-selective and non-faith based school for 11-16 year olds and admits six forms of entry (162 children) per year.

The Richmond upon Thames School (RTS) provides an inspiring place for young people to learn and work purposefully towards achieving their best at all times. Our students are valued as individuals, recognised for their talents and challenged in their endeavours.

Our school encourages an atmosphere that rewards hard work and expects high academic achievement, but also provides an environment where children can develop as people and learn valuable life skills. Our students will emerge as confident, resilient individuals, who can build positive relationships and demonstrate commitment in everything that they do.

RTS strives to be a welcoming place where everyone is valued highly and where tolerance, honesty, cooperation and mutual respect for others are fostered. It provides equal opportunities for all children regardless of disability, gender, race, religion or beliefs. We also promote a shared sense of purpose with our students, teachers, parents, and Trustees; all working towards a common goal to make the best possible school for our children.

Our team of talented staff inspire and nurture students throughout their school life, delivering imaginative, stimulating lessons that keep every child engaged. The school is already characterised by its excellent working relationships with industry partners, giving students the best possible foundations for their future careers. Our partners help shape the curriculum and set real-world projects, and will offer work experience and provide mentoring. Our unique access to real-world facilities through on-site partners Harlequins, Haymarket Media Group and Richmond upon Thames College, offer students a huge range of opportunities that will transform their future employment potential and enhance both their personal and physical development.

As leaders in digital technologies, we give every student the opportunity for safe and responsible access to the latest digital devices and encourage them to become the developers, not just the consumers, of future technology.

As a new school, connecting with our local community is important to us. Through supporting local projects, our students are encouraged to participate in programmes that widen their experiences and teach them the value of helping others. The school will also serve as a learning hub, providing a range of before-and after-school clubs, holiday activities, sports facilities hire and adult evening classes.

Our campus and facilities

RTS is housed in a purpose-built facility, with Clarendon School's secondary students and Capella House students accommodated in adjoining spaces.

Together with the newly constructed Richmond upon Thames College, these institutions form the Richmond Education and Enterprise Campus, a hub of education, innovation, and opportunity.

Our outdoor sports facilities include five multi-purpose courts for hockey, tennis, and netball, alongside direct access to both 4G and grass pitches for rugby and football. In 2024, the campus expanded further with the opening of a double-height Sports Centre, featuring a four-court sports hall, a dedicated dance studio, and modern changing facilities.

The Education Campus model is redefining learning, integrating education with enterprise to equip students with the skills, experiences, and opportunities they need to succeed. Through strategic partnerships with Richmond upon Thames College, the Auriga Trust (Capella House and Clarendon), Haymarket Media Group, Harlequins, and the National Physical Laboratory, RTS benefits from a wealth of expertise from organisations that excel both nationally and globally. These partnerships continue to add a dynamic, real-world dimension to the school's curriculum and student experience.

Richmond upon Thames College

Richmond upon Thames College

"Over the next two to three years the College is undergoing a transformation to become a first class further education college and a major technical and professional hub for West London with a reputation for academic and vocational excellence. The College is delighted to be a founder member of a school which will provide a high quality education, with a curriculum co-designed with us and the other Campus partners to provide choice and successful progression to further and higher education."

THE RICHMOND UPON THAMES SCHOOL

Excellence Through Endeavour

haymarket®

Haymarket

"Having a clear understanding of what employers look for in a business professional is crucial for tomorrow's workforce. The Haymarket Skills Academy programme of media days, career support, work experience opportunities will help RTS students to maximise their potential."

Clarendon School

"A brand new, purpose built building will provide facilities and teaching spaces specifically designed for the particular needs of Clarendon School's pupils, including those with autism. Being co-located on the Campus with RTS and the College will provide opportunities for inclusion for students to and from each setting and improved transition arrangements post-16. It will also allow access to shared facilities and improved opportunities for sharing staff expertise between settings."

Harlequins

"Harlequins is immensely proud to be a part of RTS. As one of the school's partners, the Club will be working closely with the Free School to create a sporting programme for all age groups and levels across a range of sports to encourage participation and healthy living. There will also be a number of work placement opportunities with access to experts from the industry including health and nutrition, strength and conditioning, leadership and management. We are looking forward to working with the other partners to deliver an outstanding educational campus for 2017 and beyond."

Our curriculum

We are an inclusive school, where every student is stretched and challenged to exceed their personal best. Securing each child's academic success and independence is at the heart of our approach, with demanding teaching that fosters resilience, curiosity, and intellectual agility.

Our teaching methodologies ensure that students engage critically with complex concepts, developing the analytical skills needed to thrive in an ever-changing world. While our curriculum remains rooted in traditional academic excellence, we take an enterprising approach to its design, leveraging innovative digital technologies and strategic partnerships to enrich learning. Our extended school day provides students with access to a wealth of diverse and enriching learning experiences beyond the core curriculum.

In KS3 (Years 7-9), students benefit from a broad and ambitious curriculum, studying Art, Computer Science, Design and Technology, Drama, English, French, Geography, History, Mathematics, Music, Physical Education, Prep, PSHCE, RE, Science, and Spanish.

At KS4 (Years 10-11), students undertake a rigorous suite of GCSEs, including Art, Citizenship, Computer Science, Design and Technology, Drama, English, French, Geography, History, Hospitality and Catering, Mathematics, Media Studies, Music, Physical Education/Sport, Religious Education, and Sciences (Biology, Chemistry, and Physics), alongside Spanish.

Learning at RTS extends far beyond the classroom walls. From scientific explorations at Kew Gardens during Science Week to theatre and gallery visits, masterclasses led by industry leaders, collaborative projects with universities, and weekend outdoor expeditions, students benefit from a dynamic, experience-rich education. As a technology-forward school, every student has access to a school-issued iPad, enabling them to engage with cloud-based classrooms, revisit lesson materials, and independently explore extension activities.

Sport plays a key role in the RTS experience, with students competing in tournaments against other schools and an annual Sports Day, which is deeply embedded in our house system—fostering team spirit, resilience, and a shared sense of pride in school life.

KS3

Art	Music
Computer Science	Physical Education (PE)
Design and Technology	PSHCE
Drama	Religious Education (RE)
English	Science
French	Spanish
Geography	Enrichment
History	Prep
Mathematics	Academic Tutoring

KS4

Art	English language	Physics
Biology	French	Physical Education (PE)
Chemistry	Geography	PSHCE
Computer Science	History	Religious Education
Citizenship	Hospitality & Catering	Spanish
Design and Technology	Mathematics	Sport
Drama	Media Studies	Academic Tutoring
English literature	Music	

Our curriculum | extended day

At the Richmond upon Thames School, we have longer school days on Tuesday, Wednesday and Thursdays. We use our longer days to provide exciting enrichment options. In KS3, the enrichment curriculum personalises and broadens students' school experience through access to a wide range of exciting sessions including Master-Chef, dissection, choir, Karate, 3-D model making, gardening, a range of sports clubs and more. In KS4, students access a comprehensive careers education information and guidance programme, which supports students' development for the next stage of their lives.

Through our best endeavours, we strive to prepare our students for the next stages of their lives. We do this through a combination of methods, including PSHCE, academic tutoring, assemblies, employer visits, seminars, masterclasses, workshops, drop down days and 1:1 sessions.

As a school, we are committed to ensuring that the learning experience supports all of our students to develop to their full potential. We recognise that some students may have particular strengths, whether academic, musical, artistic or sporting and that others require support with special educational needs or disabilities. To support all students our dedicated staff work together to ensure no student is left behind and we do this by providing stimulating, engaging learning experiences delivered by excellent teachers.

Job Advert

The Richmond upon Thames School (RTS), an ambitious and forward-thinking school located in Richmond, south-west London, is seeking an exceptional and highly motivated Design Technology Teacher. There are further opportunities for enhancements for exceptional candidates. The successful candidate will collaborate closely with the Curriculum Leader for Art, Design and Technology, working innovatively to enhance our students' experiences in these subjects. At RTS, we do the ordinary differently, ensuring that every student receives an exceptional education, experiences high expectations, and leaves with the academic excellence, skills, and character to thrive in an ever-changing world.

This is a unique chance to make a significant impact on the Design and Technology curriculum, supporting our students in developing the creative and technical skills they will need for their future in an ever-changing, fast-paced world.

We are seeking individuals who:

- Hold QTS and are passionate about Design and Technology education
- Demonstrate the ability to teach Design and Technology across Key Stages 3 and 4/GCSE
- Possess a background in Design and Technology, Engineering, or a related field, bringing a strong analytical and problem-solving approach to teaching
- Have experience or a strong interest in leading curriculum development and overseeing the Design and Technology subject area
- Are motivated by a strong moral purpose and unwavering ambition for every student
- Are specialists in their subject, bringing both passion and expertise to the classroom
- Thrive in a collaborative environment, working with colleagues to refine and share best practice
- Are committed to innovation, always seeking new approaches to engage and challenge students
- Have credibility and depth as a teacher, leading by example through high expectations and subject knowledge

What RTS offers you:

- A state-of-the-art learning environment, including specialist Design Technology facilities, as part of the Richmond Education and Enterprise Campus
- A highly successful, supportive, and forward-thinking team, where professional development is at the heart of everything we do
- A structured CPD programme, including opportunities for leadership development and progression, coaching, and subject-specific training
- The chance to be part of a school that values innovation, embraces technology, and has a clear strategic vision for Science education
- Access to our unique Trust partnerships, including industry leaders such as Haymarket Media Group, Harlequins FC, the National Physical Laboratory (NPL), and Richmond upon Thames College, enriching students' experiences and broadening career pathways

Prospective candidates are welcome to discuss any questions before submitting an application. To arrange a suitable time, please contact Barbara Munro, PA to the Head Teacher, at pa@rts.richmond.sch.uk or on 0208 891 2985.

The Richmond upon Thames School Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Successful applicants will be expected to complete an enhanced DBS check and to disclose any information relevant to Disqualification by Association.

Job description

Job **Report to** **Line management**	**Subject Teacher - Design and Technology** **Curriculum Leader** **In line with the job description**

Overall Job Purpose

- To establish and develop a distinct vision and ethos for the subject that successfully articulates the central vision, ethos and moral purpose of The Richmond upon Thames School.
- To lead the development of the Design and Technology curriculum so that it:
  - challenges, motivates and inspires students from the very first day of Year 7
  - inculcates a sophisticated understanding and profound appreciation of the subject
  - provides a seamless transition from KS2 and KS3 to KS4 and
  - ensures excellent academic progress for students of all abilities.

Technology Teaching & Development

- Develop, promote and model effective use of technology across the school with teaching and support staff
- Encourage innovation use of technologies which enhances and enrich student learning
- Working with relevant leaders and teams to raise awareness and promote online safety across the school

Curriculum Development and Leadership

- Lead the development of an academic, broad, balanced curriculum in the specialist subject area, developing aims, objectives, schemes of work
- Nurture a profound appreciation for your subject in all students at RTS
- Use your understanding of the KS2 curriculum, GCSE and A Level success to ensure that the curriculum is appropriately pitched and differentiated to challenge all students
- Analyse and evaluate student performance in assessments, engaging with external moderation with other schools and beyond to ensure accuracy
- With the support of the Deputy Head Teacher (DHT) for Curriculum, to develop and implement effective assessment, monitoring and tracking procedures in the specialist subject area
- To contribute to the process and production of the school development and improvement plan with particular focus in the subject area and wider partnership links
- To fully support whole school policy decisions, contribute wholeheartedly to their implementation and help to sustain their review and further development
- To demonstrate a full commitment to equality of opportunity for all members of the school community
- To line manage, support and contribute to the continuing professional development and effective performance management and development of staff relevant to the post
- To play a full, positive and active part in the life of the school community, to support its vision and ethos and encourage and support all staff and students to follow this example

Leadership of Teaching and Learning

- To develop teaching and learning approaches and resources in line with the Curriculum Policy and work with other staff to implement developments and improvements
- To teach effectively using innovation to engage students and achieve good or excellent pupil outcomes
- To remain up to date with national trends and changes in education and in specialist area(s) and implement developments in curriculum design and delivery to reflect these
- Where appropriate, to mentor staff new to teaching, staff undertaking teacher training programmes and other staff as appropriate
- To develop and maintain the learning environment in line with RTS's values
  - To target and monitor individual student progress and use data proactively to identify and drive individual and group improvement to maximise achievement
  - To propose development actions based on assessment to the DHT Curriculum
  - To regularly assess and review individual student's progress and achievement and to communicate effectively with parents/carers in line with RTS procedures and values
  - To provide parents/carers with information about your specialist guidance to support students beyond the classroom
  - To contribute fully to the school's wider learning curriculum, as an Academic tutor, leading co-curricular programmes, and student supervision duties as required.

Job description

Leadership of Teaching and Learning

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Planning, Teaching and Class Management

- Teach allocated students by planning teaching to achieve progression of learning through:
- Understanding and applying effective classroom management
- Understanding and applying a range of teaching strategies
- Positively targeting and supporting individual learning needs
- Maintaining high levels of behaviour and discipline
- Effectively using homework and other extra-curricular learning opportunities
- Demonstrating consistent progress, at least in line with expectations
- Working effectively with other adults in the classroom

Monitoring, Assessment, Recording, Reporting

- Use performance data to evaluate students' progress and set appropriate targets for improvement
- Use assessment to inform planning and teaching
- Report on progress to all stakeholders

Pastoral Duties (Student Support)

- Be an Academic Tutor to an assigned group of students
- Promote the general progress and well-being of individual students (Tutees) and of the group as a whole
- Liaise with key Pastoral staff to ensure the implementation of the School's student support system
- Register students using Arbor; ascertain reasons for absence; accompany students to assemblies; encourage their full attendance at all lessons and their participation in other aspects of the life of the Richmond upon Thames School
- Contribute to the preparation of action plans and progress files and other reports
- Be proactive in alerting appropriate staff to problems experienced by students and make recommendations as to how these may be resolved
- Actively communicate with parents of students and persons or bodies outside the School concerned with the welfare of individual students, after consultation with appropriate staff
- Contribute to PSE and wider-curriculum according to School policies
- Support academic progress and achievement, liaising with appropriate staff as required

Other Professional Requirements

- Have a working knowledge of Teachers' Standards (September 2012) and legal liabilities
- Operate at all times within the stated policies and practices of the School
- Maintain an up-to-date knowledge of good practice in teaching techniques
- Know subject(s) or specialism(s) to enable effective teaching
- Take account of wider-curriculum developments
- Communicate learning objectives
- Contribute positively and effectively to ensure the personal development of every child
- Undertake professional development to enhance teaching and students' learning through:
  - Applying outcomes and identifying impact and
  - Sharing outcomes with colleagues
- Take responsibility for professional learning

Other

- As a growing school, we anticipate changes to roles and responsibilities
- The school will endeavour to make any reasonable adjustments to the job and the working environment to enable access to employment opportunity for disabled applicants or continued employment for any employee who develops a disability or disabling condition
- This job description is current at the date shown, but, in consultation with the post-holder may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title
- RTS is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Person specification

	Essential	Desirable
Qualifications	• A recognised teaching qualification (e.g., PGCE, QTS) • A degree in Design, Technology, Engineering, or a related field • Ability to teach Design Technology across KS3 and KS4/GCSE	• Ability to teach non-GCSE qualifications in Design and Technology, or a relevant technical/IT fields • Ability to teach Design Technology to A-Level
Experience	• Experience of teaching Design Technology in a mainstream secondary school, with a proven track record of strong student progress • Experience of delivering challenging and engaging lessons to a wide range of abilities • Experience in a pastoral/tutor role, demonstrating commitment to holistic student development • Demonstrable experience of embedding behaviour management strategies that promote a calm, focused learning environment • Proven ability to motivate and engage students, fostering a culture of high expectations and achievement • Experience of using data and assessment to track progress, inform planning, and differentiate effectively • Experience of leading or contributing to curriculum development in Design Technology, ensuring an ambitious and sequenced curriculum	• Experience of teaching technical Design qualifications at KS4 or KS5 • Experience of working with cross-curricular initiatives, particularly in developing links between Design Technology, Engineering, Science and STEM disciplines • Experience of leading enrichment activities, such as product design, STEM competitions, or industry partnerships • Knowledge and Skills
Knowledge and skills	• Strong subject knowledge of the KS3 and KS4 Design Technology curriculum, including recent developments and pedagogical strategies • A clear understanding of outstanding teaching and learning and strategies to support all students, including those with SEND and EAL • Understanding of adaptive teaching strategies, ensuring all students, including those with additional needs, achieve their full potential • High-level written and verbal communication skills, ensuring clarity and engagement in all professional interactions • Strong organisational skills, with the ability to balance planning, assessment, and wider responsibilities effectively • Ability to analyse and interpret assessment data, using it to inform targeted intervention and challenge • Proven expertise in establishing and maintaining a positive learning culture, with a structured and proactive approach to behaviour management • Experience of embedding digital literacy and online safety within the Design Technology Curriculum	• Familiarity with Google-Suite tools and experience integrating 1:2:1 student devices into lessons • A strong understanding of career pathways (CEIAG) in Design Technology, ensuring students understand progression routes into Design Technology, engineering, and manufacturing industries • Understanding of industry partnerships and their role in enhancing Design Technology education
Personal qualities	• A commitment to personalised learning pathways and assessment for learning • A team player, willing to collaborate across departments and contribute to the wider development of the school • A genuine commitment to student personal development through enrichment, extracurricular activities, and wider school events • A growth mindset, demonstrating resilience, flexibility, and a proactive attitude towards professional development • A "can do" mentality, working with positivity and professionalism to uphold the values and high standards of RTS • An unwavering commitment to safeguarding and promoting the welfare of children and young people, making a visible contribution to the school's ethos and culture	

Application details

Thank you for your interest in our vacancy at The Richmond upon Thames School. Further details of this post, the school and the Trust are included in this pack and on our website. Details of how to apply can be found below.

How to Apply

Should you wish to apply for the post, please complete our online application form which is accessed via the vacancies page of the school website.
www.richmonduponthamesschool.org.uk

The School reserves the right to commence the interview process at any time prior to the closing date so early application is recommended.

School visit

Prospective candidates are welcome to come for an informal visit to the school before submitting their application. Alternatively, you are welcome to discuss any questions that you may have prior to submitting your application; contact Barbara Munro, PA to the Head Teacher on 0208 891 2985 or pa@rts.richmond.sch.uk to arrange a suitable time.

Supporting statement

You will be directed to respond to the following questions within the electronic application form. Please refer to the job description and person specification when responding to the questions. **We do not accept CVs.**

- How have your experiences to date prepared you for this post?
- How are you uniquely qualified for this role?
- How will you ensure excellent academic outcomes for students of all abilities?
- If appointed, how will your personal and professional qualities benefit the staff and students at The Richmond upon Thames School?

Shortlisting

Due to the number of applications received we are unable to provide feedback to candidates who are not invited for an interview. The School reserves the right to commence the interview process at any time prior to the closing date so early application is recommended.

Interview

To be confirmed

Safeguarding

The Richmond upon Thames School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

Online searches

In accordance with Keeping Children Safe in Education guidance, the school conducts online searches for shortlisted candidates as part of the process of assessing suitability. The purpose of the online search is to ensure that potential candidates are suitable for the role they have applied for and will not pose a safeguarding risk or damage the reputation of the school. The online search does not form part of the shortlisting process itself, and it will not be carried out by the interview panel. The search will only be carried out by individuals who are not involved in any other aspect of the recruitment process.

All relevant information uncovered will be discussed with the applicant at the interview, and no recruitment decision will be made solely on the basis of an online search. All candidates will be treated consistently, and no irrelevant information uncovered will be provided to the staff responsible for interviewing the job applicant.

Benefits of Working At RTS

The school is well placed for excellent transport links whether travelling by foot, cycle, car, bus or train.

- There are ample secure cycle racks for staff to use (as well as staff showering facilities on site), as well as access to a 'Cycle to Work' scheme.
- The site also has a secure, controlled access car park for staff to use with direct access to the A316.
- The school is well served by local bus routes in all directions; and is within easy walking distance to Twickenham train station, which is in Zone 3 and well served by South Western Trains. The station has recently undergone a major redevelopment with a new station building, access and shops.

There is a focus on developing community and positive staff wellbeing through:

- Employee Assistance Programme (EAP)
- Quiz nights
- Discounted tickets at some Harlequins matches
- Staff-led fitness and sports
- Discounted membership for Nuffield Health, Twickenham (next door to RTS);
- Seasonal gatherings
- Free tea and coffee in the light and airy staff social room
- Two-week Autumn half-term break; and
- Membership of a pension scheme is available.

Continuing professional development has a strong focus. There is an extensive programme available which extends to internal and external specialists, as well as partnerships with other educational and business providers.

Reciprocal school visits are encouraged with existing arrangements already in place.

RTS is proud of its well established links within the community and has an active PTA. We welcome and encourage local businesses and groups to join us during the annual Christmas Fair.

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