



# Applicant Information Pack

## TEACHER OF Design and Technology



*Respect - Resilience - Success*



## Information about our School

Thank you for the interest you have shown in our school. I am proud to be the Headteacher of The Thomas Adams School, a successful co-educational community school, sixth form and boarding house in the centre of Wem. Established in 1976 and with a strong history dating back to 1650, we provide quality teaching and learning for our 1200 students, aged 11 – 18 years old. Thomas Adams is now a member of the 3-18 Education Trust, a collaboration of successful schools in Shropshire, all with the same goal of excellence in education.

We have two main sites on our 30 acre campus in Wem, a small rural market town. Although many of our students live in Wem, our extensive transport links allow students from across North Shropshire to access our excellent provision. Our Lowe Hill buildings cater for years 7 – 11, providing excellent facilities for all curricular areas. At our Noble Street site, we have our Sixth Form, housed in the attractive grammar school building. We also have our thriving boarding provision, Adams House, which accommodates students from throughout the UK and overseas.

Large enough to offer choice and opportunity, we pride ourselves on seeing all students as individuals, providing a quality pastoral care throughout a student's academic journey with us.

The school is renowned for its Music, Drama and Sport. We have specialist centres for all of these subjects, with full performance facilities. We also have a multi-use sports centre and extensive playing fields, along with additional facilities including; tennis courts, basketball courts, hard surface play areas and many pitches for team games. We encourage all students to engage and get involved in our extra-curricular programme, be that a member of the sports team, working towards their Duke of Edinburgh award or taking part in the many educational or leisure trips on offer.

We are committed to continuous professional development for all our staff and foster open, professional and respectful relationships. Our staff well-being and happiness is paramount as we see them as our greatest asset.

Please visit our website <https://thomasadams.net/> for further information.

You can also find out the latest news via our social media pages



<https://www.facebook.com/ThomasAdamsWem>



<https://www.instagram.com/thomasadamswem/>



***Mark Cooper, Headteacher***

## Information about the Trust

Thank you for expressing an interest in working within our Trust. Our Multi-Academy Trust (MAT) was established in 2016 with two schools, The Priory School (which acts as the lead school in our sponsoring MAT) and St Martins, a 3-16 school in North Shropshire. In July 2017, we were joined by Coleham Primary School, a 4-11 school in Shrewsbury. In March 2020, Thomas Adams, an 11-18 co-educational community school, sixth form and boarding house in the centre of Wem joined the Trust. William Brookes School joined on 1 April 2021.

The MAT provides a most interesting and exciting opportunity for schools to share ideas, resources and expertise, for the added benefit of the students in the Trust.

### **“The value of the individual, the benefit of the team”**

This statement heads our Strategy document and establishes the values by which we want our schools to work collaboratively. We are an evolving Trust in terms of our size and operation, in that as new schools seek to join us we look in turn to adapt the way we work together. In short, the leaders within the MAT are keen to receive expertise and share best practice. We want schools to retain their identity, character and ethos, all within the shared values of developing students who are selfless, self-assured and successful. The aspiration of the Trust is that every school gives and receives support and every child is in a great school.

Please take a look at our Trust website <https://www.3-18education.co.uk/> for more details.

### Benefits of working at Thomas Adams School, part of the 3-18 Education Trust

- Attractive, open air site
- Development and career opportunities available across the Trust
- Employee Assistance Programme (access to free financial, legal, health, counselling advice)
- Member of the Valued Worker Scheme (accredited to the Trust by NASUWT, Unison and GMB)
- Disability Confident Employer
- Cycle to Work Scheme
- Canteen with freshly cooked menus each day

### Teaching School Hub

The Trust has Teaching School Status, with The Priory School, Shrewsbury being selected to provide high-quality professional development to teachers and leaders and has recently become a Teaching School Hub; this provides development opportunities for any future applicant.

## Job Description

<b>Title of Post:</b>	Teacher of Design and Technology
<b>Post Status:</b>	Permanent, 1.0 FTE Required September 2025
<b>Salary Range:</b>	MPS/UPS
<b>Accountable to:</b>	Head of Department



### Introduction

We are a large department with a suite of highly equipped classrooms. Including, two food classrooms, one textiles workshop, two ICT rooms and two practical workshops.

We have 6 members of teaching staff in the department, who teach mainly their specialist areas.

We are well supported by two part time technicians who work in all areas of the department. We offer a range of courses across key stages three to five.

We currently deliver key stage three using a carousel system, and students work with a wide range of materials. Year seven and eight have one hour per week and year nine have two one hour lessons per week. Our group sizes are typically 22 or less.

We are a popular option subject at Key Stage Four and achieve good results in all areas. We currently deliver:

- GCSE EDUQAS Design & Technology
- GCSE EDUQAS Art and Design (Textiles)
- GCSE EDUQAS Food Preparation & Nutrition
- Level 1/2 Hospitality

Presently we offer Level 3 Food Science, EDUQAS Art & Design Textiles, EDUQAS Product Design in our 6th Form. We have a high number of students who then choose to go on to study these subjects at an undergraduate level.

## **Teacher of Design Technology – Job Description**

### **Responsible to – Head of Department**

We offer –

- A supportive team with lots of creative experience, where you will feel valued.
- An opportunity to work in a Trust.
- A prospect to enhance our current schemes of learning in design and technology.

### Teaching

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for all students for all teaching groups you are responsible for.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To help plan, develop and implement new schemes of work as directed by the Subject Leader.
- To teach high quality lessons using a variety of teaching methods suitable for the student's needs.
- To regularly mark students work, providing detailed and purposeful feedback.
- To set and mark homework as directed by department policies.
- To use ICT as appropriate to enhance the learning experience for all students.
  - To maintain behaviour for learning in accordance with the school's policy.

### Resources

- To contribute to curriculum development, through department meetings and by helping to prepare materials for use by all members of the department.
- To ensure all materials and equipment are correctly used and maintained by all students.
- To keep classrooms tidy and organised.
- To display students work in the department in order to raise student aspirations.

### Records

- To keep up to date records of all lessons and work taught to each class, as required by the Subject Leader.
- To keep an up to date mark book, in line with whole school policies.
- To complete assessments and reports as required.
- To attend parent meetings as directed by the school calendar in order to discuss students' progress with their parents.

## General

- To attend department meetings and other staff meetings as directed by the School calendar.
- To monitor and support the overall progress and development of students as a teacher/form tutor.
- To ensure health and safety for staff and students is fully adhered to at all times.

## Form Tutor

The successful candidate will be expected to take responsibility for a form group which includes:

- Accurate attendance marks
- Checking students are in correct uniform and organised and ready for the day
- To implement form activities.
- To oversee students on report as directed by HoY
- To monitor the welfare and progress of students in the form reporting any concerns to HoY

## Person Specification

Criteria	Essential	Desirable	Evidence
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Qualified teacher status</li><li>• Commitment to personal/professional development</li></ul>	<ul style="list-style-type: none"><li>• Good honours graduate</li></ul>	<ul style="list-style-type: none"><li>• Application Form</li><li>• Letter of application</li></ul>
<b>Skills/ Experience</b>	<ul style="list-style-type: none"><li>• Excellent classroom teacher.</li><li>• Excellent communication skills.</li><li>• Ability to teach key stage three and four to a high standard.</li><li>• Strong practical workshop skills.</li><li>• Highly organised.</li><li>• Hard worker</li></ul>	<ul style="list-style-type: none"><li>• Ability to teach key stage five.</li><li>• Flexibility to teach subjects outside of the department.</li><li>• DATA Core Health &amp; Safety Training.</li><li>• Health &amp; Safety certificates in workshop machinery.</li><li>• Food Hygiene certificate</li></ul>	<ul style="list-style-type: none"><li>• Letter of Application</li><li>• Selection process</li><li>• References</li></ul>
<b>Learning and Teaching</b>	<ul style="list-style-type: none"><li>• Ability to challenge, support and motivate students</li><li>• Ability to monitor and evaluate student performance</li><li>• Ability to meet challenging targets</li><li>• Secure knowledge and a good understanding of the</li></ul>	<ul style="list-style-type: none"><li>• Experience of, and sensitive to, the needs of teaching students with SEN and G&amp;T</li></ul>	<ul style="list-style-type: none"><li>• References</li><li>• Selection process</li></ul>

	<p>key skills, concepts in specialist subject</p> <ul style="list-style-type: none"> <li>• Clear understanding of the secondary curriculum and its assessments</li> <li>• Committed to the role of form tutor for a group of students and the benefits of pastoral care</li> </ul>		
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Data analysis skills, and the ability to use data to set targets and identify weaknesses</li> <li>• Understanding of high-quality teaching, and the ability to model this for others and support others to improve</li> <li>• Effective communication and interpersonal skills</li> <li>• Ability to communicate a vision and inspire others</li> <li>• Ability to build effective working relationships</li> </ul>		<ul style="list-style-type: none"> <li>• References</li> <li>• Selection process</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Cheerful, enthusiastic and committed</li> <li>• Dynamic, positive, organised and constructive</li> <li>• Excellent communication skills</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to take on other roles and responsibilities within the department</li> <li>• Interest in delivering extracurricular clubs both within the department and wider school community.</li> </ul>	<ul style="list-style-type: none"> <li>• Selection process</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Commitment to safeguarding and promoting the welfare of children and young people</li> <li>• Commitment to equality of opportunity</li> <li>• Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check</li> </ul>		<ul style="list-style-type: none"> <li>• References</li> <li>• Selection process</li> </ul>

## What We Offer

**In addition to exclusive access to a reward and discount scheme, comprehensive induction, commitment to your ongoing training and career progression, paid for enhanced DBS, we also offer:**

- A competitive salary
- Access to the Trust's Employee Assistance Programme, which includes 24 hour access for you and your family members to legal, financial, health, parenting and life advice
- 1:1 Counselling Service
- Cycle to Work Scheme
- Childcare Voucher Scheme or Tax-Free Childcare Scheme
- Access to freshly made hot meals or deli-style food on site
- Teachers Pensions (23.68% employer contributions)
- Local Government Pension Scheme (17.9% employer contribution)
- Generous Sickness Payment Scheme
- Eye Testing Scheme
- Flexible Working Policy
- Special Leave Policy
- Member of the Valued Worker Scheme (accredited by our recognised unions)
- A Disability Confident Committed Employer
- Continuous Professional Development (CPD)

Collaborative working culture and professional development opportunities across our Trust schools



## How to Apply



## Application & Appointment Process

An application form is available to download from the school website:

<https://www.thomasadams.net/vacancies/>

Please send completed applications to [belinda.howells@tas.318education.co.uk](mailto:belinda.howells@tas.318education.co.uk)

Interviews will be offered to those applicants who best demonstrate how their skills, abilities and experience match the person specification, taking into consideration the job description.

Closing date: **Tuesday 29<sup>th</sup> April 2025**

Interview date: **Tuesday 6<sup>th</sup> May 2025**

Before or after making your application, you are welcome to contact the school to arrange a visit or for further information. Please telephone Belinda Howells, Headteacher's PA on 01939 237000

### **Please note:**

- It is essential that all elements of the application form are completed in full.
- We do not accept CV's in support of an application.
- Appointments will be subject to clearance in respect of medical fitness, satisfactory references, right to work in the UK and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders act 1974 and as such the applicant who is appointed to this post will be subject to an Enhanced Disclosure before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at intervals during the course of their employment whilst in this post.
- Online Searches may be done as part of due diligence and safer recruitment.

If invited for interview, **you are required to bring evidence of your qualifications and appropriate documents to initiate the DBS application process** should you be the successful candidate.

**In line with Keeping Children Safe in Education (KCSiE), online checks will also be carried out on the successful applicant.**

*The 3-18 Education Trust is committed to safeguarding and promoting the welfare of children and young people, as such this post requires acknowledgement and understanding of safeguarding and child protection policies. Policies can be found on the school website*

<https://www.thomasadams.net/key-information/>