



Caistor Grammar School

Job description: Teacher of Design & Technology

Caistor Grammar School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage, or civil partnership.

We are committed to safeguarding and promoting the welfare of young people and expect all staff share this commitment. All posts will be subject to an enhanced DBS disclosure, medical, reference and Social media/web search checks. All pre-employment checks are in line with Keeping Children Safe in Education. Shortlisted applicants will be subject to a Social Media/ Web search check. This does not form part of the shortlisting process and you will have a chance to address any issues of concern that come up during the search.

Job details

Salary: £31,650 - £49,084 per annum

Payscale: M1-UPS3

Hours: Full time

Contract type: Permanent

Reporting to: Head of Department

Overarching Purpose

Teachers make the education of students their first concern and are accountable for achieving the highest possible standards in work and conduct.

Duties and responsibilities

TEACHING

- **Set high expectations which inspire, motivate and challenge students**
 - Establish a safe and stimulating environment for students, rooted in mutual respect.
 - Set goals that stretch and challenge students of all backgrounds, abilities and dispositions, suitable for a selective school context.
 - Demonstrate consistently the positive attitudes, values and behaviour which are expected of students and which tie in with the School Mission Statement and our E.A.G.E.R. goals of being Engaged, Aspirational, Generous, Enthusiastic, Reliable

- **Promote good progress and outcomes by students**
 - Be accountable for students' attainment, progress and outcomes.
 - Be aware of students' capabilities and their prior knowledge, and plan teaching to build on these. Guide students to reflect on the progress they have made and their emerging needs.
 - Demonstrate knowledge and understanding of how students learn and how this impacts on teaching, based on relevant CPD as directed by your line manager.
 - Encourage students to take a responsible and conscientious attitude to their own work and study.

- **Demonstrate good subject and curriculum knowledge**
 - Have a secure knowledge of KS3 – KS5 Design & Technology teaching, foster and maintain students' interest in the subject, and address misconceptions.
 - Demonstrate a critical understanding of developments relating to the KS3 – 5 Design & Technology curriculum.
 - Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever your specialist subject.
 - Demonstrate an understanding of and take responsibility for promoting high standards of numeracy and the correct use of mathematical terminology, whatever your specialist subject.



- **Plan and teach well structured lessons**
 - Impart knowledge and develop understanding through effective use of lesson time.
 - Promote a love of learning and children's intellectual curiosity.
 - Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding students have acquired.
 - Reflect systematically on the effectiveness of lessons and approaches to teaching and learning.
 - Incorporate the use of relevant technology in lessons where appropriate.
 - Contribute to the design and provision of an engaging curriculum within design & technology where knowledge and understanding are built up in a sequential and recursive manner.

- **Adapt teaching to respond to the strengths and needs of all students**
 - Know when and how to engage adaptive teaching methods appropriately, using approaches which enable students to be taught effectively.
 - Have a secure understanding of how a range of factors can inhibit students' ability to learn, and how best to overcome these.
 - Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support students' education at different stages of development.
 - Have a clear understanding of the needs of all students, including those with special educational needs, those of higher ability, those with English as an additional language and those who are pupil premium.
 - Be able to use and evaluate distinctive teaching approaches to engage and support the groups in closing any gaps in attainment.
 - Evaluate own teaching critically to improve effectiveness and engage in peer and SLT observations productively.

- **Make accurate and productive use of assessment**
 - Know and understand how to assess the relevant subject and curriculum areas you teach, including statutory assessment requirements.
 - Make use of formative and summative assessment to secure students' progress.
 - Use relevant data to monitor progress, set targets, and plan subsequent lessons.
 - Give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback, giving dedicated improvement times in lessons.

- **Manage behaviour effectively to ensure a good and safe learning environment**
 - Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with our Behaviour Policy.
 - Have high expectations of behaviour and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly in line with whole school expectations.
 - Manage classes effectively, using approaches which are appropriate to students' needs in order to involve and motivate them.
 - Maintain good relationships with students, exercise appropriate authority, and act decisively when necessary.

- **Fulfil wider professional responsibilities**
 - Make a positive contribution to the wider life and ethos of the School.
 - Being a tutor and contributing to the Personal Development Programme.
 - Supporting House and extracurricular activities .
 - Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support; being prepared to adapt practice where necessary.
 - Deploy support staff effectively where appropriate.
 - Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
 - Communicate effectively with students, parents and carers with regard to students' achievements and well-being.

PERSONAL AND PROFESSIONAL CONDUCT



- **A teacher is expected to demonstrate consistently high standards of personal and professional conduct as defined below:**
 - Act with honesty and integrity.
 - Forge positive professional relationships within and beyond the School.
 - Be committed to collaboration and co-operative working within and beyond the School.
 - Treat students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
 - Have regard for the need to safeguard students' well-being, in accordance with statutory provisions.
 - Show tolerance of and respect for the rights of others.
 - Promote fundamental British values of, democracy, the rule of law, individual liberty, mutual respect, and tolerance. Show an understanding of the protected characteristics.
 - Maintain high standards in their own attendance and punctuality.
 - Have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

Notes:

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

- Deadline for applications: midday, Monday 3rd February
- Interviews: **TBC**
- Email: Charlie.coulston@caistorgrammar.com with your application. You must complete an application form to apply for this role. [\[link\]](#) Your application cannot be considered if you do not complete the school form.
- We reserve the right to interview before the deadline date, if appropriate



Person Specification

If you don't have all the experience listed below but are interested in applying, contact the Headteacher's PA, Charlie Coulston (Charlie.coulston@caistorgrammar.com).

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and training	<ul style="list-style-type: none"> ➤ Degree or equivalent in a related subject ➤ PGCE or Equivalent 	<ul style="list-style-type: none"> ➤ Honours degree ➤ Higher degree
Professional Development	<ul style="list-style-type: none"> ➤ Evidence of recent and appropriate involvement in professional development 	
Experience	<ul style="list-style-type: none"> ➤ Relevant teaching experience in an 11-16 school ➤ Experience in the process of raising standards, target setting and evaluating progress against targets 	<ul style="list-style-type: none"> ➤ Experience of working in a co-educational school
Skills and knowledge	<ul style="list-style-type: none"> ➤ Knowledge of current curriculum issues ➤ A skilled classroom practitioner ➤ An ability to articulate high expectations ➤ A high level of personal organisation ➤ Excellent oral and written communication skills ➤ A knowledge of good practice in Safeguarding 	<ul style="list-style-type: none"> ➤ Experience of teaching GCSE and A Level ➤ Experience of being a form tutor
Personal qualities	<ul style="list-style-type: none"> ➤ Role model with a genuine enthusiasm and passion for teaching and learning ➤ Able to build, inspire and motivate learners ➤ Commitment to achieving high standards ➤ A genuine rapport with children and young people ➤ A willingness to contribute to the wider life of the school ➤ A creative and innovative thinker 	

Notes:

This job description may be amended at any time in consultation with the postholder.



Caistor Grammar School

A Selective Academy

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Caistor

Lincolnshire

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Tel. 01472 851250

enquiries@caistorgrammar.com

Headteacher: Shona Buck, B.Ed

Thursday, 16 January 2025

Dear Applicant,

Thank you very much for considering making an application to Caistor Grammar School.

We are a small school with an outstanding record of academic achievement and support for our students. We run an enviable extra-curricular programme, which makes a large contribution to the ethos of the School.

We are regularly in the top three highest performing schools in Lincolnshire for A level and GCSE outcomes. Our Progress 8 score of 0.68 (2024) placed us in the top 16% of schools nationally. We live our motto 'Ever to Excel'. We were named East Midlands State Secondary School of the Year for 2025, 2021 and 2018, and East Midlands State Secondary School of Decade in 2020, by The Sunday Times.

We are based in the heart of Caistor, a market town on the edge of the Lincolnshire Wolds. Lincoln is 24 miles to the south and Grimsby 12 miles to the east. To the north, over the Humber Bridge, Hull is about 30 minutes from here. To the East you can enjoy the delights of the coast.

The School is a special, unique place. All staff, teaching and non teaching, work hard to ensure that our students receive the best education possible. We number approximately 700 students, including 170 in the Sixth Form. We are also proud to be a single academy trust with a very supportive parental and trustee body. We work with other primary and secondary schools in our area.

We are an inclusive school, drawing our students from the upper 25% of the ability range. Our sixth form students study three or four A-levels and nearly all go on to either employment, apprenticeships and higher education, including Oxbridge and Russell Group universities. Our students are well motivated and, to quote our last inspection, 'relish their learning.' The atmosphere of the School is friendly, purposeful and inclusive. Colleagues are encouraged to develop their own skills and abilities in a supportive environment. Making an extra-curricular contribution is considered vital.

The School was founded in 1631 and the original school building is still in use. Most of our work, however, is done in buildings which were substantially remodeled and extended in the new millennium. We have recently invested in two new buildings – Grove Court which is home to the MFL department and The Newbolt Centre, a multi purpose hall used mainly for assemblies, exams, performing arts and PE activities. In the last few years we have also up graded our 3G pitch and our dining room was expanded and remodeled in 2019.

The Design and Technology Department

The Design and Technology Department at Caistor Grammar School is based in the Technology Block with a multi-material workshop, a flexible design/electronics/light manufacturing/IT room and access to two further IT rooms. With two full time teachers of D&T and the invaluable support of a technician, they work collectively as a team to cover all material areas and support the work of our students.

At KS3 we provide all students with a broad Design & Technology experience covering elements of CAD/CAM, electronics, mechanisms, resistant materials and graphics, to design and manufacture high quality outcomes. We aim to develop an understanding of how materials, manufacturing processes and technologies work, where students take on increasingly challenging design opportunities as they progress through the school. Students also learn about Food Technology in KS3.



We make extensive use of 2D and 3D Computer Aided Design software (2D Design and Inventor) and use these to make effective use of our Computer Aided Manufacturing facilities throughout the KS3, 4 and 5 curriculums.

At KS4 there are two teaching groups in each year, 10 and 11, following Edexcel's 9-1 GCSE D&T Specification, with a focus on Timbers.

At A-Level we follow the Edexcel Product Design Specification with teaching groups of six in Year 12 and Year 13. In 2024 we introduced the Gold Crest Engineering Club for Sixth Form students and in September 2025 we are offering BTec Engineering to students entering Year 12.

We are proud of the extensive level of support available to all our students including lunchtime and after school workshops when the need arises. We enjoy and value very positive relationships with our students which makes this a wonderful teaching and learning environment.

The D&T examination results have consistently been some of the very best in this high achieving school and we are proud of the work and outcomes achieved by the students.

At all key stages of the school, we like to encourage creativity and strive for quality. This includes detailed design thinking and the development of concepts into high quality prototypes. To achieve this standard, we have a comprehensive volume of equipment and machinery, including items such as 3D printers, a laser cutter, as well as traditional machinery, such as use of a metal lathe and mill.

Industrial links help us to enrich and contextualise our school-based curriculum. We compete in the RAF Project X competition annually.

As you can see, we are a broad and exciting place to work, for the right candidate who embraces working with students to enable fantastic progression and supporting them in achieving the results they deserve.

If you'd like a discussion with the head of department Phil Donington, please email phil.donington@caistorgrammar.com

I hope this information will encourage you to make an application. We look forward to hearing from you.

Best wishes,

Shona Buck
Headteacher