

# Teacher of Design and Technology (Full Time / Part Time)

## About the role

We are thrilled to offer an incredible opportunity for a talented and passionate Teacher of Design and Technology to join our vibrant and growing department at Halliford School. Whether you are an Early Career Teacher (ECT) or an experienced educator, your enthusiasm and commitment to inspiring students across all ability ranges will be warmly welcomed. While the ability to teach up to A Level is advantageous, it is not a prerequisite for this exciting role.

Our Design and Technology Department is flourishing, with a consistent increase in student numbers due to the subject's popularity and the dedication of our staff. We pride ourselves on our strong academic results and are committed to ensuring excellent outcomes for all our students.

At Halliford School, we believe in nurturing talent and supporting professional growth. We offer extensive Continuing Professional Development (CPD) opportunities for all staff members. For ECTs or those partway through their training, we collaborate with the Independent Schools Teacher Induction Panel (ISTIP) to provide structured support. Experienced teachers can also benefit from tailored CPD programs designed to enhance their skills and help them achieve personal career goals.

Our close-knit Design and Technology Department comprises two full-time teachers and a full-time technician who work harmoniously to deliver an exceptional educational experience. Due to the rising popularity of the subject, we are expanding our team to maintain our commitment to small class sizes and fostering strong staff-student relationships.

We follow Edexcel specifications for both GCSE and A Level, with a specialism in timbers at GCSE. Our well-resourced department boasts a large workshop equipped with state-of-the-art machinery, including a CNC router, laser cutter, and 3D printers. Additionally, our two design suites feature high-specification PCs with a range of design software, such as Techsoft and Solidworks.

We encourage students to develop their independent learning skills by exploring the extensive Design and Technology resources available in our Learning Resource Centre (LRC). A Level students are also welcome to utilise the workshop during study periods to refine their practical abilities and deepen their understanding.

Co-curricular and enrichment activities play a vital role in our department. We are eager to further expand these offerings by introducing more engaging clubs, trips, and external competitions, providing ample opportunities for you to share your passion and expertise with our students.

Join us at Halliford School and become part of a dynamic, forward-thinking team dedicated to nurturing the next generation of innovative thinkers and problem-solvers. Apply now and let your creativity and passion for Design and Technology flourish in our supportive and inclusive environment.

## Job description

*Come as you are. Go as all you can be.*

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## Salary

The post holder will be paid on the appropriate point of the Halliford School Teacher's Pay Scale. We have our own pay scale, which is significantly competitive and well above the maintained sector.

## Lines of Responsibility

The Teacher of Design and Technology is directly responsible to the Head of Design and Technology on curriculum matters and the relevant Head of House for pastoral issues.

## Key Responsibilities

The basic duties of a teacher are outlined in the Staff Handbook and include the role of form tutor. All members of staff are expected to contribute to the rich co-curricular life of the school.

## Teaching & Learning

- Teach Design and Technology as required from Key Stage 3 to A Level.
- Plan high-quality lessons in accordance with the departmental Scheme of Work
- Take full account of students' prior levels of attainment and use this along with available academic data to inform planning
- Maintain good discipline by following the school's policies and procedures
- Establish a purposeful working atmosphere during all lessons and activities
- Set appropriate and challenging goals for all students
- Identify and work appropriately with those students with Special Educational Needs and Disabilities, Potential High Achievers, and those with English as an Additional Language
- Organise and deliver Design and Technology clinics / drop-in sessions, as required.
- Communicate effectively with parents
- Set work when required for absent students and e-mail to parents

## Assessment, Recording and Reporting

- Keep accurate and regular records of students' work
- Mark and return work set, including homework in line with the departmental and wholeschool policies and within an agreed and reasonable time
- Carry out assessment programmes as agreed by the Head of Department and Deputy Head Academic
- Complete detailed full written reports and grade cards in line with the whole school reporting schedule
- Attend parents' evening as required and keep parents regularly updated about their child's performance and targets

## Co-Curricular & Whole School

- Take a full and active role in the co-curricular programme on offer at the School

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- Prepare suitable classroom and departmental display material
- Organise and participate in educational visits, departmental events, School Open Days and Entrance Examination Day
- Participate once a week as a member of the staff duty team

## Pastoral

- Undertake the duties of a form tutor within one of the school houses.
- Develop positive working relationships and lines of communication with the members of your tutor group and their parents / guardians
- Deliver the school's PSHE programme to your tutor group with the support of the Head of PSHE
- Ensure you deliver the very highest levels of Safeguarding and Child protection at all times

## Performance Management and Professional Development

The teacher will be part of the School's Performance Management Scheme. They will be assigned an appraiser (usually the Head of Department) who will set agreed targets and monitor professional development. In addition, all new members of staff are provided with a comprehensive programme of induction in the first year with a full review in the summer term.

## Conditions of Employment

The post-holder must uphold the School's policy in respect of all matters related to Safeguarding and Child Protection. The above responsibilities are subject to the general duties and responsibilities in the written statement of conditions of employment (The Contract of Employment). The post-holder is required to support and encourage the School's ethos and its objectives, policies and procedures as agreed by the Headmaster and Governing Body. The post-holder would also be expected to carry out any other duties that are reasonably assigned by the Headmaster.

The Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and this must not be construed. This Job Description is not necessarily a comprehensive definition of the post. It will be reviewed periodically and may be subject to modification at any time after consultation with the post-holder.

	Essential	Desirable	Primary means of assessment
Subject Delivery			

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Have a good Honours Degree	✓		Application Form
Evidence of qualification to teach Design and Technology to A Level		✓	Application Form
Demonstrate they have maintained an up-to-date knowledge of subject and teaching methodologies	✓		Supporting Letter / Application Form
Have a good understanding of assessment and public examinations	✓		Supporting Letter
Have Qualified Teacher Status / PGCE or be willing to undertake this qualification at the School	✓		Application Form
Have high expectations of students	✓		Interview
Be able to communicate effectively with students age 11 - 18	✓		Interview
Be able to communicate effectively with colleagues	✓		Interview
Work well as part of a small and dedicated team	✓		Interview
Have a good range of teaching strategies to foster excellence	✓		Interview
Be able to effectively use data to help students achieve their full potential		✓	Supporting Letter
Demonstrate knowledge of how to plan for effective learning with a range of teaching strategies	✓		Interview
Ability to prioritise effectively	✓		Interview
A professional approach, which inspires confidence in students and parents	✓		Interview
Mark effectively and provide developmental feedback	✓		Interview
Excellent written and ICT skills (Microsoft Office) to gain participation and encourage learning.		✓	Interview
Evidence of excellent behaviour management strategies and the ability to set a culture of high expectations for students	✓		Interview
<b>Whole School</b>			
Evidence of a commitment to promoting the health, welfare and safeguarding of young people at all times	✓		Interview
Understanding Special Educational Needs and an ability to implement individual education plans as required to enable all students to successfully access the curriculum	✓		Interview
The ability to deal effectively and sensitively with the needs of parents / guardians	✓		Interview
A commitment and willingness to engage in the wider co-curricular life of the school	✓		Supporting Letter / Interview
A positive motivation to work with young people	✓		Interview
Emotional resilience and a good sense of humour	✓		Interview

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