



VACANCY
INFORMATION
PACK

DESIGN TECHNOLOGY
TECHNICIAN
TO START IN
SEPTEMBER 2021



READING BLUE COAT



INTRODUCTION

Reading Blue Coat is a leading independent day school of 785 pupils; 705 boys aged 11 – 18 and a further 80 girls in the co-educational sixth form.

The School was founded in 1646 by Richard Aldworth, a Master of The Skinners' Company and a Governor of Christ's Hospital. The School was established near St Mary's Minster Church in Reading and was originally known by its historic name of Aldworth's Hospital. In 1947, Reading Blue Coat School moved to the magnificent estate of Holme Park in the Berkshire village of Sonning, where it remains today.

The ethos of the School derives from its Christian foundation and traditions, fostering care and concern within the community and enabling all pupils to develop their full potential. The School aims to provide a stimulating and friendly atmosphere in which each pupil can realise his or her full intellectual, physical and creative potential. Pupils are encouraged to be self-reliant and adaptable, and the School intends that they will learn the basis of good citizenship, founded on honesty, fairness and understanding of the needs of others. The curriculum provides a balanced blend of academic and non-academic activities that combine to meet these objectives.

The most recent full ISI Inspection was in November 2019 from which we achieved the highest rating possible in all categories of the inspection.

The School employs in excess of 170 salaried staff, of whom about 50% are academic. Reflecting the character of our co-educational sixth form, nearly half of our academic staff are female.

FACILITIES

Reading Blue Coat is located four miles from the centre of Reading, in the Thames-side village of Sonning. It is also three miles from Twyford, which will be located on Crossrail, with fast train service across London. Set in 46 acres of land for pupils to enjoy, the facilities are very well maintained and the School continues to invest in the site to add to an impressive infrastructure of buildings.

Nearing construction is the new Learning Innovation Centre. An impressive Grounds, Maintenance and Activities Centre opened in early 2020. Planning permission has been obtained for a new Performing Arts Centre, which will be the next phase of our ongoing infrastructure development.

ACADEMIC LIFE

The academic curriculum at Reading Blue Coat is based on the principle that all pupils should experience a broad and balanced range of basic subjects and skills. From Year 9 onwards, this range is gradually modified, by elements of choice, enabling both the interests and aptitudes of individual pupils to be reflected. Most lessons are taught initially in classes of mixed ability, although setting occurs in Mathematics and Latin in Year 7, in Modern Languages in Year 8, and Science in Year 9. Geology is also a thriving subject, with a new Geology and Psychology Centre supporting the increased levels of interest. In Year 11, all pupils take qualifications in English, Maths and Science (all IGCSE) and a Language. They also take three GCSEs from a broad range of eleven subjects. All pupils take a GCSE in Religious Studies (full course) in Year 10.



In the Sixth Form pupils can choose from a range of 24 subjects, including subjects most will not have studied before, such as Economics, Politics and Psychology. Enrichment opportunities in the Sixth Form include the Extended Project Qualification (EPQ), and a weekly schedule of visiting speakers. Reading Blue Coat always seeks to stretch and challenge pupils and the School's Learning Support Department ensures that pupils with specific learning needs are supported effectively. The School's Learning Research Group ensures a sustained focus on developing teachers and pedagogical enrichment.

2020 academic results were impressive; the A Level results were amongst Blue Coat's best with 78.2% achieving A*-B and at GCSE 78.8% gaining A*-A.

Virtually all Year 13 leavers proceed to degree courses at universities of which approximately 70% go to the Russell Group of universities. Each year a number of our students attain places at Oxbridge.

PASTORAL

Pastoral care, focused on the individual, is at the heart of the School. Reading Blue Coat's pastoral structure is based around the tutorial system within the framework of four houses: Aldworth, Hall, Malthus and Rich.

All pupils are part of a tutor group that is overseen by a member of staff who is responsible for their well-being and for personally overseeing the development of their character and intellectual curiosity. The School prides itself on mutual respect, tolerance and courtesy and all activities seek to re-enforce these values. The house system enables pupils to take part in activities that foster the development of these ideals through a variety of opportunities that include music, sport, drama and public speaking.

SPORT

Reading Blue Coat has an enviable reputation, both locally and nationally, for the high quality of its sporting teams. Sport plays a key role in developing every pupil's potential whilst embodying the principles of Respect, Belief, Commitment and Sportsmanship (teamRBCS). Sports are coached to a very high level while providing for, and encouraging those, for whom participation rather than excellence is important.

Major sports are athletics, cricket, football, hockey, netball, rowing and rugby. The School competes well at local, regional and even national level. Other sports include climbing, cross country, golf, tennis, swimming and touch rugby.

Although the emphasis is very much on participation, the school also has much success and currently holds several county titles in hockey, rugby, football, netball and cricket. We have recent national competition winners in rowing and cross country running, and cricketers, rugby players and netballers who have been selected to international age group teams and gone on to play professionally.



DRAMA AND THE ARTS

Reading Blue Coat has a reputation for drama performances of the highest quality, with an extensive programme of performances throughout the year. The main expressions of artistic undertakings at the School are music, drama, public speaking and painting. Pupils' endeavours in the arts are highly successful and widely acclaimed, including internationally. Music is at the heart of the School; all boys are auditioned for the choir and many learn a musical instrument. The breadth and depth of musical and dramatic talent at the School is evident in the wide range of plays, concerts, "Swing into Summertime" (an outdoor festival of the arts), and other eclectic events that take place throughout the year.

CO-CURRICULAR

Co-curricular activities are designed to enable pupils to develop practical and social skills such as leadership, enterprise and communication. As part of the extensive co-curricular programme, Reading Blue Coat offers a number of exciting options from which pupils can choose for their weekly activities session. Activities offered include Combined Cadet Force (all services), Duke of Edinburgh Award Scheme, Young Enterprise, Film Club, Archery, Scuba Diving, Creative Writing and Journalism.



COMMUNITY

Reading Blue Coat pupils are encouraged to be aware of their place in the wider world and to show consideration for all those with whom they come into contact. These principles are based on the ideas handed down by Richard Aldworth who founded the School in 1646.

In recent years the School has greatly enhanced its links with the wider community under what is now called the Aldworth Partnership, an umbrella term for all that might traditionally be considered 'public benefit'. One example is the Sports Leaders programme, through which pupils go into primary schools in Sonning, Caversham and Maidenhead to coach a number of sports.

Reading Blue Coat's Primary Schools Placement programme also gives pupils the opportunity to assist with tuition in Maths, English and languages in local primary schools. Through the Community Service programme, pupils also help out in residential care homes and assist in local charity shops, while an environmental group undertakes projects in and around Sonning.

Internationally, Reading Blue Coat has a partnership with Ankwanda School in Ghana, which our pupils visit biennially and have helped to build a number of buildings. We also have a strong relationship with the charity Brass for Africa, and our pupils support their work amongst disadvantaged children and young people in Uganda through music. As the Aldworth Partnership continues to grow, the long term aim is that all Blue Coat pupils have the opportunity to be involved in transformative service projects in the local and wider community at some point in their school career.

Further information is available on the School's website at www.rbc.org.uk

SEE ALSO THE GOOD SCHOOL GUIDE:
<https://www.goodschoolsguide.co.uk/schools/102976/reading-blue-coat-school>

AND MUDDY STILETTOS SCHOOLS REVIEW GUIDE:
<https://berkshire.muddystilettos.co.uk/kids/school-reviews/reading-blue-coat-sonning/>



THE DESIGN TECHNOLOGY DEPARTMENT

The Design Technology Department is a thriving and successful one. It is housed in a new state-of-the-art Design Technology Centre, fitted with a metalwork shop, a polymer workshop (including a fleet of 3D printers, a CNC machinery and a laser cutter), a woodwork shop and our 21st Century library, research and design facility.

Projects are supported by seven 3D printers; facilities to weld, braze and silver solder; a CNC lathe; laser cutter; CNC router; a virtual welder for training; vacuum former; woodwork and metalwork lathes; various sanders; a circular saw and a planer thicknesser. All students have constant access to computer facilities as well as an extensive design library.

Each year the department encourages all students in Years 7-9 with extended design-make activities as well as preparing students for a GCSE in Resistant Materials and A Level in 3D Product Design which leads many to go on to study for degrees in Engineering, Product Design and Architecture.

Classes in Years 7 to 9 consist of not more than 20 mixed ability students. They receive one double lesson per week of 70 minutes duration.

Students in Years 10 and 11 sit for the AQA Design Technology examination. This takes the form of one written paper at the end of the course as well as an extensive Controlled Assessment task. Students generally achieve grades A* - C with the majority at the top end of this range.

Our A level students follow the AQA 3D Product Design course. The group has a maximum class size of 12. They are prepared for a material science examination and a major piece of coursework in the Spring Term which is the busiest but most exciting time of the year.

There is also an emphasis on 20th Century engineering and design history which is supported with popular study trips. Students have enjoyed recent visits to Vienna, Milan, Budapest, and also Denmark and Sweden to look at modern Scandinavian design and architecture.

The Design Technology Department currently has three full-time Teachers, supported by a full time Technician.

The Technician is responsible for maintaining machinery, preparing materials for Year 7-9 projects, assisting teachers during the class times and most importantly, working with the Year 11-13 students who are finishing their coursework projects during the spring term.

Students are polite and courteous as well as being keen to progress.

The department encourages professional development, with staff expected to develop their skills via INSET and through sharing good practice within the school.



For an informal telephone conversation about the role, contact Mr Rob Tidbury, Deputy Head (Academic), on **0118 944 1005** or email rti@rbc.org.uk

LINE MANAGER

Head of Design & Technology

DEPARTMENT

Design & Technology

CONTRACT STATUS

Permanent position. Term time only plus 1 week to be worked during school holidays (36.4 weeks worked per annum). To commence in September 2021.

SALARY

c. £23,650 per annum actual (£30,225 full time equivalent). Salary is paid by bank transfer on the 25th of the month, or next working day thereafter, in 12 equal payments throughout the year.

**MAIN PURPOSE OF THE ROLE:**

Supporting the three full time Design Technology Teachers, the Technician assists in the practical day to day running of the department and is responsible for maintaining machinery, preparing materials for Year 7-9 projects, assisting teachers during the class times and most importantly, working with the Year 11-13 students when finishing their coursework projects during the Spring term.

MAIN RESPONSIBILITIES:

- Management and maintenance of all equipment within the DT Department - including routine safety checks and servicing to the manufacturer's specifications and completing maintenance logs, which are stored for future reference. Plus, the safe storage and transit of materials and equipment.
- To offer teaching support during all lessons when workshops are used. (As this is a health and safety requirement break should be taken between 10.15 and 10.35 when workshops are not occupied).
- Preparation of workshops for teaching – ensuring workshops are always ready for work/classes. Preparing all materials and equipment in accordance with the relevant Health and Safety Policies.
- Ensuring compliance with the HASW Act at all times.
- To take responsibility for departmental health and safety documents and to work with the School Health and Safety Officer in this regard.
- Responsibility for keeping all power in workshops off unless a teacher or technician is present and requires use of machinery. A member of the departmental staff must be in the workshop whilst the power is on.
- Responsibility for the general safety and security of department facilities, including keeping all external doors to facility locked at all times except when lessons are running.
- Stock control of parts and materials.
- Purchasing of supplies in conjunction with the Head of Department.
- To inform the head of department and building management of any necessary repairs to the department facilities.

Additional Duties

- The post holder is responsible for promoting and safeguarding the welfare of pupils at the school.
- The post holder is responsible for using technical and operational knowledge to ensure a safe environment.

Please note that this Job Description is not exhaustive and the employee may be expected to undertake additional duties if required.



DESIGN TECHNOLOGY TECHNICIAN

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively. It is expected that the successful applicant will have and can demonstrate:

Knowledge and Experience	Essential	Desirable
Experience in a similar type of role in education or engineering.		✓
Knowledge and understanding of Health & Safety best practices.	✓	
Knowledge and awareness of Fire Safety and Fire Prevention.		✓
Knowledge of how to undertake COSHH and other specialist risk assessments (through experience and training).		✓
Knowledge and experience of operating CAD/CAM systems.		✓
Have completed an engineering apprenticeship.		✓
Skills and Attributes	Essential	Desirable
Machine operating skills.	✓	
Effective oral and written communication skills, using a variety of media.	✓	
Able to use initiative to effectively to solve problems.		✓
Proactive in identifying work and areas for development.	✓	
Ability to plan, prioritise and organise work to achieve objectives on time.	✓	
Able to work collaboratively in a team and build positive relationships with staff and students.	✓	
Willingness to learn and advance own professional practice in the workplace.	✓	
Willingness to undertake training in new areas to keep up to date with skills, techniques and equipment.	✓	
Effective time management.	✓	
IT skills including the ability to use Microsoft Office (Word, Excel, PowerPoint, Outlook) and Google	✓	
Qualifications	Essential	Desirable
Engineering Qualifications to at least ONC level.		✓
HSE qualifications (e.g Safety in Wood Machining)		✓
DATA (Design and Technology Association) Health & Safety management.		✓

Closing date for applications: 09:00 on Friday 28 May 2021.

Applications must be submitted (preferably by email) with a letter of application and including your CV or School application form to recruitment@rbc.org.uk

Further details and a School application form can be downloaded from our website www.rbc.org.uk/vacancies or by telephoning the HR department.

Contact for questions about the application process should be addressed to: Mr Ian King, HR Manager, Reading Blue Coat School, Holme Park, Sonning Lane, Sonning-on-Thames, RG4 6SU. Email: ijk@rbc.org.uk



PLACE OF WORK

Reading Blue Coat School, Holme Park,
Sonning Lane, Sonning on Thames,
Berkshire, RG4 6SU.



MEALS

Lunch and refreshments are
provided free by the School.



SPORTS FACILITIES

Free membership of the School
Sports Centre with access
to fully equipped gym and
swimming pool.



EMPLOYEE ASSISTANCE PROGRAMME

Confidential independent
support service available to staff
when you most need it.



WORKING HOURS

Full time, from 08:30 to 16:30, Monday
to Friday, with 30 minute meal break.
Additional hours may be required for the
delivery of school events; open evenings;
parents' evenings; etc.



PARKING

Free Car parking is
available on site.



LEAVE ENTITLEMENT

School holidays in accordance with the
published School calendar. Of which 5 weeks
annual leave plus 8 public holidays are
paid pro rata to contractual weeks
worked during the year.



CYCLE SCHEME

Tax-free Cycle to Work Scheme
is offered by salary sacrifice.



PROFESSIONAL DEVELOPMENT

Strong commitment to
support professional
development with a dedicated
people development
budget.



PENSION

Membership of the RBCS
Group Personal Pension Scheme
(employee contribution of 5% of
salary and employer contribution
is 8% of salary).

DISCOUNTS



Reduction in RBCS school
fees for employees'
children offered after
6 months service.



50% reduction for all full
time staff, pro-rated for
part time staff.



Fees
(from 1 September 2021)
are £6,013 per term

Through the Blue Coat Benefit Hub you can access discounts, rewards and perks on thousands of the brands that you love to shop with including travel; motoring; electronics; clothing; education; entertainment; restaurants; health and wellness; beauty and spa; insurance; sports and outdoors.

MEET THE STAFF

All staff, both teaching and support, form part of a qualified and experienced team, which functions at its best in being mutually supportive in a common goal: to provide the best possible education for all Blue Coat pupils.

Relationships between staff and pupils at Blue Coat are often remarked upon by visitors and parents for being warm, relaxed and mutually respectful.

Click on the link to find out more about some of our staff. Can you see yourself as part of the Blue Coat team?

www.rbc.org.uk/the-school/meet-the-staff/



GETTING HERE

BY CAR

We are located in the village of Sonning-on-Thames, just off the A4, between Reading and Twyford.

We are about 15 minutes' drive from Junction 10 of the M4 motorway. From there, take the Reading / Bracknell turnoff at Junction 10 on to the A329M to Reading. At the roundabout by the flyover take the third exit (A4) towards Maidenhead. Follow the dual carriageway over the next roundabout and up the hill. Over the railway bridge, turn left into Sonning Lane. The School is about 1/2 mile on the left.

BY BUS

The School and village of Sonning is served by local bus services 128 and 129 (operated by Courtney) from Reading to Wokingham.

Also by service 850 (operated by Arriva Bus) from High Wycombe, Marlow,

Henley, Twyford to Reading. Alight at the junction of Sonning Lane and Bath Road, from where it is a short walk.

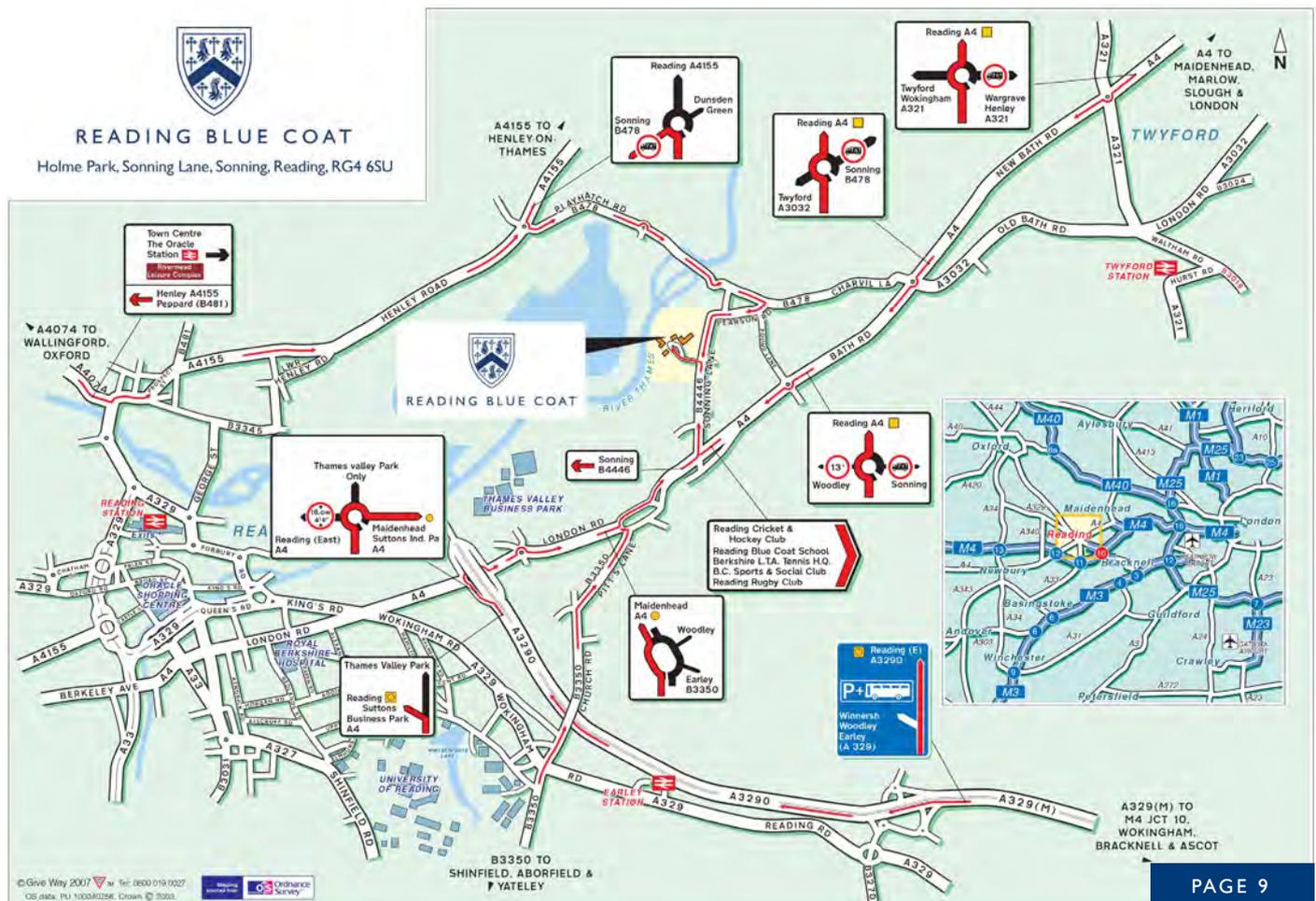
BY TRAIN

Our nearest rail links are at Reading central station (mainline to London, Wales and the West), which is about 5 miles from the School (about 15 minutes by taxi).

We are also served by local stations at Twyford, which is about 3 miles away (about 10 minutes by taxi), and at Earley, which is about 4 miles away (about 15 minutes by taxi).



For information, call Reception: **0118 944 1005**



ONE READING BLUE COAT

our community



Holme Park, Sonning Lane, Sonning-on-Thames, Berkshire RG4 6SU

Tel: 0118 944 1005 rbcs.org.uk