

Kineton High School & Sixth Form
Job Description: Design Technology and Premises Technician

<p>Responsibilities as DT and Premises Technician To:</p>	<p>Within the Design Technology curriculum area:</p> <ul style="list-style-type: none"> • Provide in-class technical support, assistance and advice to students and staff as required • Ensure that the resources necessary for high quality teaching and learning e.g. machinery, equipment, materials and consumables are available for lessons • Maintain a healthy and safe working environment • Develop new skills with the introduction of new technologies and undertake training associated with the role • Provide clerical support and maintain the necessary records e.g. risk assessments, stock inventories and purchase orders <p>Within the Premises team:</p> <ul style="list-style-type: none"> • Assist the caretaker in the wider school environment as required (including minor maintenance tasks)
<p>Responsibilities as a member of staff To:</p>	<ul style="list-style-type: none"> • Actively contribute to, and fulfill, staff and school responsibilities for safeguarding and promoting the welfare of children and young people. • Work effectively with all members of the school community to promote the KHS ethos, mission and values. • Adhere to all relevant school policies. • Act as a role model in terms of expected standards of dress, conduct, language and punctuality.
<p>This job description is subject to periodic review and may be changed in accordance with the developing needs of the school, the department, the students or the post-holder, with whom any change will be discussed in detail.</p> <p>This job description should not be taken as comprehensive and exclusive of any other tasks. By negotiation and agreement between the post-holder and the Head Teacher other tasks which are relevant and reasonable for the post-holder may be allocated.</p> <p>Adults employed to work in Kineton High School are vetted for their suitability to work with children in accordance with the Keeping Children Safe in Education Policy and DfE requirements.</p>	