



Job Application Pack Science Technician

Permanent, 37 hours per week, Term Time + 2 weeks
Salary: Grade 6, Points 18-22, £18,870 to £21,074 (FTE)
Actual salary: £17,033 to £19,023

Welcome from the CEO



Archway Learning Trust is a vibrant learning community where students are cared for, receive a high quality education and experience every opportunity to be successful.

School years are amongst the most important in our lives, helping us to develop the knowledge, skills and characteristics we need to succeed. At Archway Learning Trust, we are committed to giving every child the very best start that we can. We offer outstanding teaching and learning and exceptional personal support in an inclusive, faith based environment. I became a teacher because I believe in equal opportunities for everyone.

I also believe that every child has the right to an excellent education. Learning is at the heart of any good society and the opportunity to learn from teachers who are committed, enthusiastic and innovative is a right that all children should have.

Our mission is to help children to understand and believe in themselves, respect and care for others and to develop a wide understanding of faith, the world around them and their place within it. The determination of our youngsters to succeed, and the passion of our teachers to make a difference, makes me proud to be Chief Executive Officer of this diverse and dynamic family of Trust's.

S. Hampton

About the Trust

Archway Learning Trust, previously Bluecoat Academies Trust was formed in April 2014 as a result of the very long and successful history of Bluecoat Academy. The Trust comprises of Bluecoat Aspley Academy which includes the Sixth Form, Bluecoat Wollaton Academy, Bluecoat Beechdale Academy and Bluecoat Primary Academy and more recently the Trust are pleased to have had The Nottingham Emmanuel School join.

Our aim as a Trust is to be recognised nationally and internationally as we develop our innovative approach to inclusive, enriching and balanced cross curricular teaching, preparing young people for lifelong learning based firmly on our Christian principles.

The growth of the Trust is a truly exciting time for prospective candidates who are looking to further their careers in a dynamic learning community that has opportunity at every point to share and learn from each other in order to become the best that we can be.



Bluecoat Aspley Academy



Bluecoat Beechdale Academy



Bluecoat Primary Academy



Bluecoat Wollaton Academy



Nottingham Emmanuel School

Bluecoat Aspley Academy

Bluecoat Aspley Academy has over 1500 students, including over 550 in the Sixth Form. Bluecoat Academy Aspley is the largest school in the Trust and was the founder of Archway Learning Trust (previously known as Bluecoat Academies Trust). The Academy is both distinctively Christian and inclusive with all students being part of the large, diverse and multi ethnic family that we are very proud to be a part of. Bluecoat Aspley Academy holds a strong and positive reputation within the city benefitting from its long history, success and prominent position in the city.



Bluecoat Aspley
believe in yourself, in others, in God



Bluecoat Wollaton
believe in yourself, in others, in God

Bluecoat Wollaton Academy

Bluecoat Wollaton Academy has over 780 learners aged 11-16 and is both distinctively Christian and inclusive with a relentless ambition to enable every member of our Academy 'family' to be the best they can be. Bluecoat Wollaton was recently graded as 'Outstanding' in all categories in its recent Ofsted inspection in 2018 and has a strong pastoral and academic reputation across the city. It is also pioneering some new approaches to curriculum and the celebration of knowledge at the heart of that. The school's outcomes place it in the top 10% in the country and visitors frequently comment on how the children are polite and keen to learn.

Bluecoat Beechdale Academy

Bluecoat Beechdale Academy is a growing school, with over 800 students on roll. The numbers have increased each year since our sponsorship began and we are delighted with the growing confidence that local families are expressing by making Beechdale their first choice school in increasing numbers. Bluecoat Beechdale Academy is not formally designated as a Church of England Academy, but shares the ethos and many of the Archway values.



**Bluecoat Beechdale
Academy**
Believe, Belong, Achieve



Bluecoat Primary
believe in yourself, in others, in God

Bluecoat Primary Academy

Bluecoat Primary Academy opened in January 2015. The primary school is located nearer our Bluecoat Beechdale Academy in a brand new; state of the art building on Harvey Road and this new accommodation will be home to 420 primary aged children; 26 three year olds and like Bluecoat Aspley and Bluecoat Wollaton Academy is both distinctively Christian and inclusive.

The Nottingham Emmanuel School

The Nottingham Emmanuel School is a Church of England secondary and Sixth Form, with 1,000 students, including over 140 in the Sixth Form. The £25 million site is located near the banks of the river Trent in West Bridgford. The School is a diverse community, serving families and students from every academic, social, faith and ethnic background. Emmanuel has been praised nationally for its outstanding work as an effective, inclusive Church school.



Bluecoat SCITT Alliance
Nottingham

Bluecoat SCITT

Based at Sherwood Rise, the Bluecoat SCITT offers school based Primary and Secondary Teacher training in a range of schools and subjects. As an accredited provider of school based teacher training, we are committed to training OUTSTANDING teachers to work within the East Midlands region. Our comprehensive one year School Direct Training Programme is offered for both Primary and Secondary trainees, as well as a salaried option in certain subjects.

Welcome from the Principal



Cath Rowell, Principal provides leadership to the Trusts successful and passionate Bluecoat Aspley Academy

Bluecoat Aspley Academy offers a caring, nurturing and secure environment that enables every member of our academy to be the best they can be. We have high aspirations for ourselves, our students and the community we serve. Whilst we are extremely proud of our reputation for academic excellence, we place equal value on ensuring students grow and develop both personally and socially and leave us thoroughly prepared to become well rounded and successful citizens in a modern society.

We make no apologies for the high standards that we have here at Bluecoat Aspley Academy. We expect our staff to role model excellent behaviour, attendance and attitudes to learning for our students. We are absolutely delighted that during our recent Ofsted inspection our Personal Development and Welfare, as well as our Leadership and Management were rated as 'Outstanding' with an overall judgement of 'Good'. All at Bluecoat Aspley Academy are very proud of our rich history, faith and belief as well as our truly inclusive nature. Our vision is to ensure that all students make progress, regardless of their background, ability or starting point and we celebrate the impact of our specialist SEN provision on site.

We also expect our staff to be excellent too, by delivering inspirational teaching that ignites a love of learning and instils a belief in learners that anything is possible. Belief is central to all we do: we believe in ourselves, in others, in God and it is this belief that ensures Bluecoat Aspley Academy continues to offer the best educational experiences possible for our students, our staff and our community.

The Vacancy

Archway Learning Trust is seeking to appoint a Science Technician to support the Science department in delivering an outstanding provision for the students at Bluecoat Aspley Academy.

The successful candidate will be responsible for planning and preparing the materials and resources required by teaching colleagues in order that Science across the Trust can be taught in an applied way through the provision of practical work, experiments and demonstrations.



Candidates should pay attention to the job description/person specification and explain within their application how they meet the criteria, whilst also describing what they will bring to the post from their own knowledge and experience.

The role will be based at the Trust's Bluecoat Aspley Academy but the post holders may at any time be required to support or work at any of the sites within Archway Learning Trust.

Applications

For more information about Archway Learning Trust, please visit www.archwaytrust.co.uk. To apply for the role please download the 'Support Staff Application Form' from the 'Vacancies' section on our website and submit to recruitmentbaa@archwaytrust.co.uk clearly demonstrating your suitability for the role.

Closing Date: 9am, Monday 25th March 2019

Interview Date: TBC

Vision & Ethos

The vision statement of the Trust demonstrates its Christian ethos and faith foundation.

The Trust believes in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies.

We believe:

- That a Christian ethos underpins and informs all that we do
- That the focus of the Trust is to promote collaboration between schools within a strategic locality in order to secure mutual improvement
- That through managed collaboration between academies there will be increased and improved opportunities for the development of all staff, students/children, parents and community
- In the development of a broad and balanced curriculum that supports young people's personal development and preparation for life
- That the family of academies within the Trust, working together, will secure continuity and progression for all
- That there should be high expectation for all children/students and young people whatever their circumstances or starting point and addressing disadvantage
- That, through its structures and work, the Trust can create and support effective Governance for all members
- That, through the Trust's work across its academies, expertise and capacity will be developed so that they can be supported with their development needs and economies of scale achieved

Safeguarding Children and Young People

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for all staff and volunteers)
- References
- Childcare Disqualification Declaration Check (relevant Primary School posts only)

Job Description

POST TITLE: SCIENCE TECHNICIAN

GRADE: 6, POINTS 18 - 22

RESPONSIBLE TO: SENIOR SCIENCE TECHNICIAN

JOB PURPOSE

This post-holder will provide specialist technical support to the academy's Science faculty, providing assistance, preparation, advice and practical support to the Trust's Science curriculum.

GENERAL RESPONSIBILITIES

1. Support the overall Christian ethos of the Trust.
2. Be aware of and comply with Trust policies and procedures including but not exhaustive of:
 - Acceptable Use of IT Policy
 - Code of Conduct
 - Extremism & Radicalisation Policy
 - Health, Safety and Security Policy & Guidance
 - Keeping Children Safe in Education (Part 1) Guidance
 - Safeguarding Policy and Training Slides
 - Whistleblowing Policy
 - IT Pack including Acceptable Use Statement
 - Health, Wellbeing and Benefits Policy
 - Finance Policy
3. Be aware of and support difference and ensure equal opportunities for all.
4. Contribute to the overall aims of the Trust and Academy Improvement Plans
5. To develop and implement own professional development and skills
6. To behave in a manner that is professional, friendly, fair with students and colleagues demonstrating and role modelling politeness and respectfulness
7. To demonstrate an excellent record of attendance and punctuality.
8. Work cooperatively as part of the Trust wide staff team
9. Undertaking any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined.

SPECIFIC RESPONSIBILITIES

- Utilise and organise practical resources and facilities, providing assistance and advice on current best practice in the practical needs of the curriculum.
- Preparation of materials, stock and standard solutions, specimens and apparatus required for demonstrations and for practical work.
- Setting up and testing of demonstration experiments and ensuring that they will work satisfactorily.
- Sterilisation and cleaning of apparatus.
- Care of animals and plants kept for observation and experimental purposes.
- Testing of new experiments.
- Assisting in the preparation of audio/visual and other IT related aids and maintaining AVA equipment used within the science faculty.
- Safe disposal of biological and chemical residues and other waste material.
- Promoting the observance of a safe working environment through:
 - Proactively contributing to the assessment, monitoring and review of safe working practices and procedures;
 - Keeping abreast of "best practices" through networking and continuing professional development;

- The provision of technical advice and administrative support on safety issues to teaching staff;
- The storage and accessibility of equipment and materials.
- The provision of first aid within the science faculty and the maintenance of first aid equipment in the area.
- Operating laboratory documentation systems including required legal records e.g. alcohols, poisons, and flammables.
- The care, maintenance and general upkeep of the science laboratories.
- Ordering equipment from suppliers, receiving it and checking the orders.
- Assist in the administration and distribution of cover work for absent teaching staff.
- The administration of clerical tasks to support the department
- The creation & maintenance of laboratory wall displays

STAFF CONDUCT

- All employees are expected to familiarise themselves and follow the Trust vision and ethos during their working lives with Archway Learning Trust.
- We are professional people and expect professional conduct (behaviour and language) based on mutual respect, good manners, politeness and common courtesies for all members of our community. We expect that at all times employees behave in a manner that role models positive behaviours for our students to follow.
- Physical violence, verbal abuse and swearing are unacceptable and not tolerated.
- Employees are expected to maintain a professional relationship with students.
- Staff will be fully supported by the Trust at all times in carrying out the behaviour policy.

DRESS CODE

- The Trust expect staff to wear professional business dress mirroring our high expectations of our student dress code.
- Some functions within the Trust are required to wear uniform that will be supplied by the Trust.

PERSON SPECIFICATION – SCIENCE TECHNICIAN

	ESSENTIAL	DESIRABLE
EDUCATION & TRAINING		
Five or more GCSE C grade or above (or equivalent)	*	
First Aid at Work qualification		*
EXPERIENCE		
Experience of working with Science equipment and chemicals	*	
Knowledge of Science experiments	*	
Science related qualification or relevant experience	*	
Ability to make preparations for practical work for science curriculum	*	
A working knowledge of ICT	*	
Awareness of Health and Safety procedures		*
Experience of dealing with suppliers and outside agencies		*
Experience of working with staff and students in teaching and learning		*
PROFESSIONAL SKILLS		
Excellent written and oral communication skills	*	
Excellent organisational and administrative skills	*	
Good interpersonal skills	*	
Plans, prioritises and manages own tasks and work time effectively, managing conflicting demands effectively	*	
Keeps up to date with pertinent information and local initiatives. Take responsibility for own professional development and be willing to partake in further in-service or external staff development and training	*	
PERSONAL QUALITIES		
Confidence and independence	*	
Ability to work unsupervised and independently understanding Academy roles and responsibilities and your own position within these	*	
Builds and maintains effective relationships with colleagues and stakeholders in a fair and equitable manner	*	
Good time management skills	*	
Ability to work flexibly	*	
Commitment to Equal Opportunities	*	
Willingness to work within the Christian framework of the Academy	*	
Possesses or must be willing to train for the "First Aid at Work" or "Emergency First Aid at Work" qualification approved by the HSE as requested.	*	
Suitability to work with children. Enhanced DBS check to be undertaken on appointment	*	