



Fitzharrys School

Abingdon Learning Trust

SCIENCE TECHNICIAN RECRUITMENT
PACK

06 March 2023

About

ABINGDON LEARNING TRUST

From the outset, the creation of Abingdon Learning Trust remains about maximising opportunities for children and young people in our schools so that each individual can thrive, grow and succeed.

Adding value more widely to the communities in which our schools sit is important to us too, and our Trust-wide commitment to achieving a Net Zero position in two generations of students, by 2035, demonstrates one facet of this.

We believe strongly that local school governors and school leaders know their schools best and are therefore in the position to make decisions for their school most effectively, with much responsibility delegated locally by the Trust Board.

We aim to celebrate diversity and promote equality of opportunity for all who learn and work in our schools and Trust; to create a culture and ethos where inclusion, equality and diversity are embraced; where employment and educational opportunities are open to all; and where everyone in the Trust is treated with fairness, dignity and respect.

We are committed to being the employer of choice in the area, and understand that great staff directly help our pupils and students reach their full potential for a happy and successful life.

Our commitment to staff includes our Wellbeing and Workload Charter and investment in CPD at all ages and stages; an additional structure of teacher Professional Pathways, which include strong support for ECTs, NPQs and preparation for the next professional challenge; and a culture that places carbon reduction towards a net zero position by 2035 at its heart.

We believe in investing for all of our futures.

OUR VALUES

QUALITY to create an outstanding learning community, including strong leadership and governance

OPPORTUNITY to provide the best opportunities for all children to reach their full potential

COLLABORATION to support a shared commitment and dedication to learning

AMBITION for continual improvement and to strive for excellence in all we do

COMMUNITY To be an active participant in our community, leading and supporting initiatives for the benefit of all members of society

Further detail can be found on the *Abingdon Learning Trust website*.



JOB DETAILS

POST OF:

AT:

SUMMARY OF ROLE:

COMMENCEMENT:

CONTRACT TYPE:

SALARY:

Science Technician
Fitzharrys School

April 2023

Permanent, Part-time

Grade 6 Point 8 (£11.81 per hours, actual
salary £14,255 per annum)

Letter from the CHAIR OF LOCAL GOVERNORS

On behalf of the Local Academy Board, I would like to thank you for applying to work at Fitzharrys.

We are extremely proud of what the school has achieved under its current head, Will Speke. If you join the school, you will find a strong sense of common purpose among your colleagues; a commitment to widening the opportunities available for young people; a sense of ambition reflected in the great results that our GCSE and A level students achieve; and, of course, a group of youngsters who embody the school's key values of trust, decency, sincerity and truthfulness.

As governors we are a mixed group, comprising parents, members of the local community, employers and staff: mixed in background, but all united in our support of the school's professional staff and all ambitious to make the school an excellent place to work and an excellent place to be a student. We believe that our support, and the challenge we provide, are part of what makes Fitzharrys a good school.

We hope you will be inspired to work here and will want to be part of Fitzharrys' journey to becoming an outstanding school. You will receive good support, and opportunities provided for professional development outside the school, without the anonymity that you might experience in a larger trust.

We look forward to your application.



Introduction to FITZHARRYS SCHOOL

Fitzharrys is a fantastic school where students are given an array of opportunities to develop, thrive and achieve high aspirations. Our superb team of staff are committed to helping every student reach their full potential. They work with care and expertise to bring the very best out of our students. This is evident in the enthusiasm, focus, and achievements of our students.

There is real warmth in the welcome you receive when you join Fitzharrys. The sense of pride and belonging is evident in the school, as is the support and challenge. We want our students to be the very best they can be, and we do everything we can to make that happen.

Our Ofsted report, consistently strong results, high attendance, and impressive behaviour for learning all illustrate the ethos of Fitzharrys. We pride ourselves not only on our students' academic and extracurricular achievements, but also on their approach to every challenge and opportunity; integrity is a key characteristic at the school.

We have high aspirations for our students, and our clear approach to teaching and learning, through our Fitzharrys Lesson Standard, ensures consistent high-quality teaching in every subject area. Students study a carefully designed curriculum, balancing skills, knowledge and understanding.

Staff and students see that the biggest opportunity is in their learning, yet the wider opportunities we provide for students are exciting, engaging, and enhance the personal development of our students. This includes school productions, sports tours, ski trips, the Duke of Edinburgh award, and our school camp. Fitzharrys students have the chance to develop and progress both in and out of the classroom.

Our social media pages and events calendar give a sense of what our students achieve and the opportunities they have; we are incredibly proud of what our students accomplish from year 7 through to year 13.

We always welcome people to come and visit us. Meeting our staff and students will give you a real insight into what our great school has to offer.



Job

DESCRIPTION

<p>JOB PURPOSE: To be a successful member of the technician team in Science, supporting the efficient and effective operation of the school and contributing to the success of teaching and learning through the effective support of teaching staff.</p>
<p>MAJOR AREAS OF RESPONSIBILITY:</p> <ul style="list-style-type: none"> A. To organise effectively the everyday provision of practical work in Science. B. To assist the department in Health and Safety under the advisement of the lead technician C. To assist the science team in organisation and activities which benefit students' learning
<p>KEY TASKS:</p> <p>A1: To undertake the preparation, supply and maintenance of the equipment and other resources used for lessons in the department on a day-to-day basis, paying attention to all relevant safety guidelines;</p> <p>A2: To assist in the management of the laboratories on a day-to-day basis to ensure that all are orderly and suitably equipped for teaching;</p> <p>A3: To undertake regular file maintenance activities</p> <p>A4: To undertake the monitoring of stock within an agreed budget, cataloguing resources and undertaking audits as required. Assist in the annual chemical/ equipment inventory check.</p> <p>A5: To create and maintain a purposeful, orderly and productive working environment, maintenance of specialist equipment, check for quality/safety,</p> <p>A6: undertake repairs/modifications within own capabilities and report other damages/needs to the lead technician.</p> <p>B1: To contribute to the monitoring of health and safety in all the science areas, advising the lead technician on concerns;</p> <p>B2: To undertake the safe disposal of biological and chemical materials</p> <p>B3: To complete records of the safe disposal of biological and chemical materials</p> <p>B4: To keep the Science Department area tidy (as part of the "clean desk policy")</p> <p>B5: To undertake twice monthly Health and Safety checks of the department under the direction of the lead technician that will be reported back to the lead technician.</p> <p>C1: To assist teaching staff with demonstrations and experiments as required;</p> <p>C2: To perform other tasks that support the smooth running of the preparation for lessons and the general maintenance of the department under the direction of the Senior technician.</p> <p>C3: To use specialist skills/training/experience to support pupils if able, under the direction of the classroom teacher.</p> <p>C4: To establish constructive relationships with all staff in the department, to support achievement and progress of pupils.</p> <p>C5: Other duties as required</p>
<p>ADDITIONAL DUTIES</p> <ul style="list-style-type: none"> o It is expected that the post holder will be able to work independently.



OUTCOMES.

The outcomes that are associated with this role are to work as part of the technician team who:

- Are consistent in their practice
- Share good practice with other team members and other subject leaders
- Act as role models in managing clients effectively
- Act as role models in demonstrating professional technical support

The outcomes associated with the specific role are:

- Effective communication
- A proactive approach to meeting the needs of stakeholders
- An individual and team belief in continuous improvement that is evidence through activity
- Planned and coordinated work schedules
- An ethos where problems are minimised and managed
- Effective teamwork where everyone is treated with dignity and respect

ACCOUNTABILITY:

This position is accountable to the Lead Technician, the Head of Science Faculty, and ultimately the Headteacher

Safeguarding

The points below are a requirement for the postholder of this position:

- A knowledge and keen awareness of Safeguarding matters and an ability to demonstrate personal values and beliefs in accordance with the Trust's Safeguarding Policy.
- Display commitment to the protection and safeguarding of children and young people.
- A strong appreciation of child protection issues and the capacity of acting in accordance with the Trust's Safeguarding policy.
- Reading, understanding and following all aspects of the Trust's Safeguarding policies and processes.
- Comply with safeguarding training expectations.

Your contract of employment is directly with The Abingdon Learning Trust. Your main place of work will be Fitzharrys School, but you may be deployed to work at any school within The Abingdon Learning Trust and carry out those duties that may be reasonably required in relation to such deployment. This will depend upon the role, timetabling and organisational needs of the schools in the Trust and your own individual professional development needs. Any change to your main place of work will be discussed and agreed with you, in advance.

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.



Person SPECIFICATION

SPECIFICATION	ESSENTIAL	DESIRABLE
Qualifications/ Training	<ul style="list-style-type: none"> NVQ 2 or equivalent qualification or experience in relevant discipline Good numeracy/literacy skills Specific training in specialist area 	<ul style="list-style-type: none"> Further relevant qualifications
Experience	<ul style="list-style-type: none"> Scientific technical support 	<ul style="list-style-type: none"> Experience of working with young people and in a school environment. Experience of working as a science technician in a school environment
Knowledge	<ul style="list-style-type: none"> Effective use of ICT Use of relevant equipment/resources Knowledge of particular subject/technical area Knowledge of relevant policies/codes of practice and awareness of relevant legislation Ability to identify own training and development needs and cooperate with means to address these Relevant first aid knowledge 	<ul style="list-style-type: none"> Relevant knowledge of first aid Proficiency in preparatory skills across the full range of school science from KS3 to A level, biology, chemistry and physics
Skills/Attributes	<ul style="list-style-type: none"> Effective interpersonal skills Ability to relate well to children and adults. Interacts with others on the basis of mutual self respect Remains calm under pressure Works effectively in a team Ability to motivate others Ability to work independently Well organised and efficient 	
Personal Qualities	<ul style="list-style-type: none"> Commitment, enthusiasm and energy Ability to be flexible in the workplace 	





QUALITY
OPPORTUNITY
COLLABORATION
AMBITION
COMMUNITY



Terms of APPOINTMENT

The appointment will be made based on Oxfordshire County Council's Support Staff pay and conditions.

The appointment is for April 2023 and is part-time, and permanent.

Fitzharrys School and Abingdon Learning Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act.

A copy of the school's Safeguarding and Child Protection Policy is here: [Policies - Fitzharrys School](#)

Applicants must be willing to undergo all the relevant pre-employment checks as laid out in Keeping Children Safe in Education.

How to APPLY

The application window opens on 7 March 2023 for a two- week period, with applications to be received by 12 noon on 20 March 2023.

To apply, an application form and applicant monitoring form should be downloaded from [Vacancies - Fitzharrys School](#), completed and sent to: recruitment@abingdonlearningtrust.org

Shortlisted applicants will be notified following assessment of applications against the person specification and job role requirements.

Please do contact Will Speke, Headteacher, by email to head.4127@fitzharrys.oxon.sch.uk or by phone on 01235 520698 for an informal discussion about the role.

We look forward to receiving your application.

