



## **Job Application Pack**

### **Science Technician**

**Permanent, Full Time, Term time + 2 weeks**  
**Salary: Grade 6, Points 7-12 £24,293 - £26,421 FTE**  
**Actual Salary: £21,962 - £23,886 per annum**

## 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 academies.

*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. We recently welcomed three further secondary schools in Derby to the Trust and are excited to be opening Bluecoat Trent Academy, a secondary Free School in Nottingham in September 2021.

The Trust comprises of Bluecoat Aspley Academy, Bluecoat Sixth Form, Bluecoat Wollaton Academy, Bluecoat Beechdale Academy, Bluecoat Primary Academy, The Nottingham Emmanuel School and Sixth Form, The Long Eaton School, Lees Brook Community School, Alvaston Moor Academy and the Bluecoat SCITT Alliance (School Centred Initial Teacher Training).

Our aim as a Trust is to shine a spotlight nationally and internationally on our inclusive ethos so that more schools and academies can be encouraged to take up our approach to inclusive, enriching, knowledge based 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.

We are proud of our diverse student population and passionate to create a staff team reflective of this diversity. We actively welcome applications from all backgrounds and you can be assured of a warm welcome at Archway.

## Our Schools

### Bluecoat Aspley Academy

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 a large, diverse and multi-ethnic family that we are very proud to be a part of. Bluecoat Aspley Academy is a School of Sanctuary, welcoming students and families from all backgrounds.



**Bluecoat Aspley**  
believe in yourself, in others, in God

### Bluecoat Wollaton Academy

Bluecoat Wollaton Academy has 800 learners 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 graded as 'Outstanding' in all categories in its Ofsted inspection in 2018. The school's outcomes place it consistently in the top 10% in the country and it was also awarded the highly coveted World Class Schools Quality Mark, which is awarded to the top schools in the country.



**Bluecoat Wollaton**  
believe in yourself, in others, in God

### 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 Academy

Bluecoat Primary Academy opened in January 2015. The primary school is located near our Bluecoat Beechdale Academy in a brand-new state of the art building on Harvey Road and is home to 420 primary aged children, 26 Nursery pupils and a small focus provision for children with ASD. Like Bluecoat Aspley and Bluecoat Wollaton Academy is both distinctively Christian and inclusive.



**Bluecoat Primary**  
believe in yourself, in others, in God

### 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

Based at Bluecoat Aspley Academy, the Bluecoat SCITT offers school-based 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.



**Bluecoat SCITT Alliance**  
Nottingham

### Bluecoat Trent Academy

The Bluecoat Trent Academy opened its doors in September 2021 with the founding cohort of Year 7 pupils. BTA is an 11-16, non-faith school. The new build for the academy will be built on the former site of Clarendon College, on the edge of Forest Fields, close to Mapperley Park. Whilst the new academy is being constructed BTA will, for the first two years, be based in its own building on the site of Bluecoat Aspley Academy on Aspley Lane. The school will be underpinned by the ethos of all the Archway academies whilst establishing its own unique vision and values.



## Bluecoat Bentinck Primary Academy

Bluecoat Bentinck Primary Academy officially joined of Archway Learning Trust in September 2023, becoming our second primary academy. The school has a proud and rich history of serving the children and community of Nottingham since 1880; we are delighted to be part of its next chapter! Bluecoat Bentinck is a popular, diverse and multi-cultural Academy in the heart of Nottingham City. The Academy's vision of 'Together We Make a Difference' underpins our commitment to work together to achieve our common purpose of transforming lives of the children we serve. Staff at Bentinck are committed to supporting and teaching the diverse cohort of learners, creating the conditions to enable all children to thrive in their education. Bentinck is a happy, calm and welcoming place to be where children are kind, respectful and are proud to represent Bluecoat Bentinck.



Bluecoat Bentinck Primary Academy

## Lees Brook Academy

Lees Brook Academy based in Derby has 1,120 students and is a school that puts its students at the heart of everything it does. The school's motto 'Lead, Believe, Create, Succeed' was chosen by its students and is at the core of everything that the school does. Lees Brook is passionate about its extra-curricular provision in particular the thriving Duke of Edinburgh scheme. Lees Brook is a school that cares for the people within it.



Lees Brook Academy

## Alvaston Moor Academy

Our Academy vision is at the heart of everything we do, 'Ambition, Manners and Achievement'. We also recognise the importance of positive relationships, equality and respect. Situated in the heart of the City of Derby, it serves a diverse local community and serves families from many different backgrounds. The curriculum offered is broad and specifically designed to engage and challenge its students.



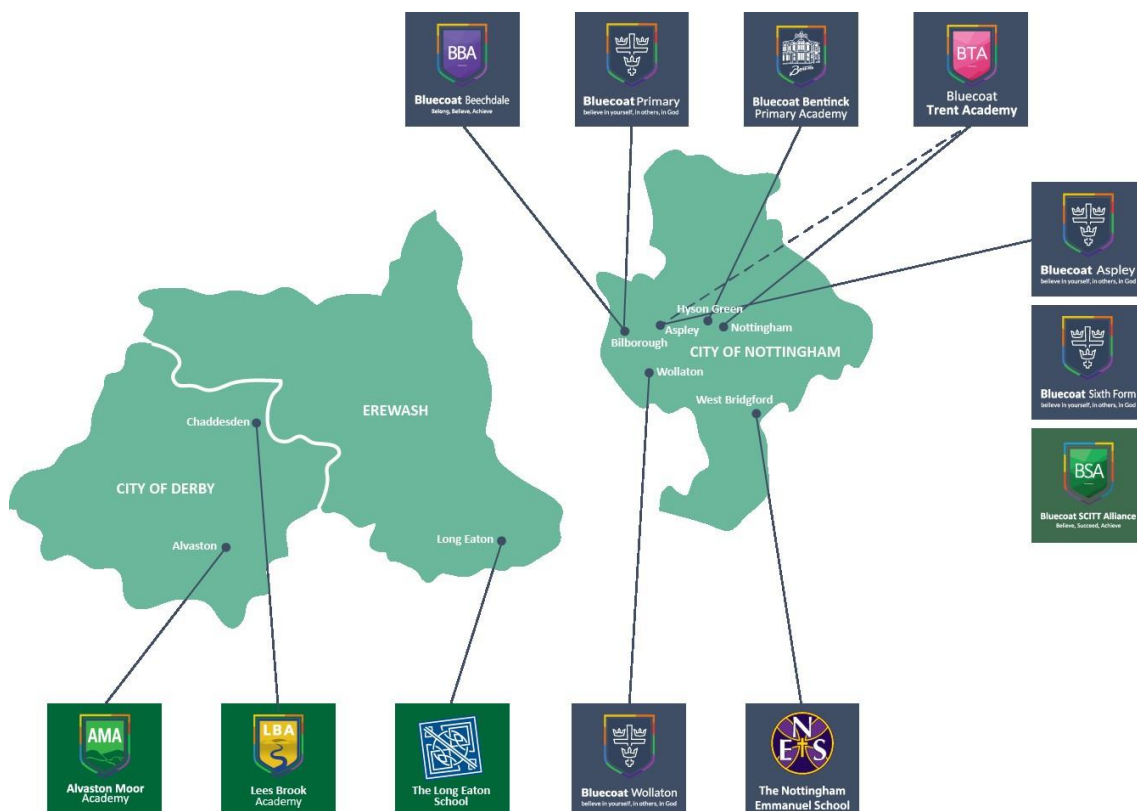
Alvaston Moor Academy

## The Long Eaton School

The Long Eaton School with 1,078 students is built on a long tradition of academic success, dating back to 1910. The school has gained an excellent reputation for the quality of its educational provision and its developments in Literacy and Numeracy have earned the school the prestigious Quality Mark and our approaches have been shared nationally as a model of good practice.



## School Locations



## Welcome from the Principal

Sarah Anderson delivers Principal leadership to the Trust's successful and passionate Bluecoat Aspley Academy.



Offering a caring, nurturing and ambitious environment, Bluecoat Aspley Academy enables every member of staff 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 personally, socially, and spiritually, leaving 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 most recent Ofsted inspection (June 2024) Ofsted reported that we continue to be a 'good' academy and praised our high expectations and inclusive and diverse make-up. 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, and this is why we put staff training at the centre of our professional development offer. This is because it is only by delivering inspirational teaching and first-class support 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

The 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 and Bluecoat Sixth Form.

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.



Whilst the successful candidate will be based at Bluecoat Aspley and Maid Marian Way Sixth Form, there may be a requirement for the post holder to work across any of the sites that comprise Archway Learning Trust in accordance with the needs of the Trust.

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 Bluecoat Aspley Academy and the vacancy, please visit [www.bluecoataspley.co.uk/vacancies](http://www.bluecoataspley.co.uk/vacancies). To apply for the role click apply which will take you to the application form for the post. We would encourage you to refer to the job description and person specification, demonstrating your suitability for the role.

**Closing Date:** 9am, Thursday 29<sup>th</sup> August 2024

**Interview Date:** w/c 2<sup>nd</sup> September 2024

## Trust Ethos, Mission, Vision and Values

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



## Working together, transforming lives

### 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)
- Online Searches

## Job Description

**POST TITLE:** SCIENCE TECHNICIAN

**GRADE:** 6, POINTS 7 – 12,

**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
<b>EDUCATION &amp; TRAINING</b>		
Five or more GCSE C grade or above (or equivalent)	*	
First Aid at Work qualification		*
<b>EXPERIENCE</b>		
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		*
<b>PROFESSIONAL SKILLS</b>		
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	*	
<b>PERSONAL QUALITIES</b>		
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	*	