



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

Job Title:	Science Technician
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Job Title:	Science Technician
Pay Point / Pay Range:	TPAT Point 5
Full Time Equivalent Annual Salary:	£22,453 pa / £11.64 per hour
Actual Annual Salary for this Role:	£16,966
Contract Type:	Permanent
Hours Per Week / Weeks Per Year	32.5 hrs
Closing Date:	12 midnight, Thursday 11 th July 2024
Proposed Shortlisting Date:	Friday 12 th July 2024
Proposed Interview Date:	To be confirmed

✨ Join Our Team at St. Ives School! ✨

St Ives School is seeking to recruit a Science Technician with a responsibility for ensuring Science lessons are prepared with appropriate tools & equipment for practical lessons, class assessments and internal / external examinations.

You will be enthusiastic about working in a supportive capacity with staff and students and will have good communication skills. You will need to be provide support, guidance and demonstrations to students when using Science equipment and in Science lessons, under the direction of the teacher. You will be required to be flexible and adaptable and able to ensure all Science equipment and resources are well organised and managed; cleared away, cleaned at the end of each lesson and stored appropriately.

To ensure science equipment and resources are maintained and compliant with Health and Safety routine and procedures within the Department and to take a lead role in ensuring a safe working environment for staff and students, under the direction of the Head of Faculty, ensuring that equipment and lesson resources are stored safely and securely, labelled clearly for ease of access and use.

To regularly review health and safety procedures within the class room and keep up to date with regulations and procedures, working within appropriate guidelines for Health and Safety.

The school offers 26 days holiday (plus bank holidays) on appointment, up to 29 days holiday after five years, a Local Government Pension Scheme and access to the on-site gym outside of school times.

Please view our website for further details of the school and to download an application pack. Completed forms should be marked for the attention of Mr Simon Horner, Headteacher, and sent to Mrs Cherie Bayfield, PA to the Headteacher at cbayfield@stives.tpacademytrust.org or posted to St Ives School, Higher Tregenna, St Ives, Cornwall, TR26 2BB. Please note that CVs will not be considered.

At St Ives School we see our staff as our most important resource. The successful candidate will have our full support in their ongoing career development.

The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities. To this end, successful applicants must be suitable to work with children and the following checks will be undertaken prior to employment:

- Enhanced Disclosure and Barring Service (DBS) clearance to include Barred List checks
- Receipt of two satisfactory employer references, one of which must be from your current or most recent employer
- Satisfactory verification of relevant qualifications
- Satisfactory health check
- Evidence of right to work

We reserve the right to close the post early dependent on the number of applications; we advise you to submit your application early to avoid disappointment.

To find out more about St Ives School, please visit:	www.stivesschool.net
To discuss this position please contact the Head of School:	Email: shorner@stives.tpacademytrust.org Telephone: 01736 795608
Application packs can be downloaded from:	www.tpacademytrust.org/application-packs/
Please email your completed application form and equality & diversity monitoring form by the closing date to:	recruitment@stives.tpacademytrust.org

Please note that successful candidates will be informed via email.

Truro and Penwith Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and pre-employment checks, including enhanced DBS clearance and full reference checks with previous employers.

School Information for Applicants

School Address:	St Ives School, Higher Tregenna, St Ives, TR26 2BB
School Telephone Number:	01736 795608
School Email Address:	recruitment@stives.tpacademytrust.org
Name of Headteacher:	Simon Horner
Website Address:	www.stivesschool.net

Welcome to St Ives School “Every Child, Inspiring Learning, Every Day”

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

Our Curriculum

For further information about our curriculum, please visit our website: www.stivesschool.net .

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers and volunteers to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment

administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Simon Horner
Contact Email Address:	shorner@stives.tpacademytrust.org
Contact Telephone Number:	01736 795608

Please note that CVs will not be accepted.

Application packs can be downloaded from www.tpacademytrust.org/applicationpacks/.

Closing Date:	12 midnight, Thursday 11 th July 2024
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	TBC
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.