

# Senior Science Technician

## Application Pack

Westbourne Academy  
Ipswich, Suffolk

# Contents

## Senior Science Technician



01

About  
Academy  
Transformation  
Trust

Page 3 - 5



02

Academy  
information

Page 6



03

Information  
about the ATT  
Institute

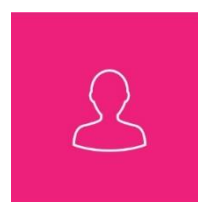
Page 7



04

Job  
Description

Page 8



05

Person  
Specification

Page 9



06

How to apply

Page 10

*#TransformingLives*



# 01. About Academy Transformation Trust

## Our Vision

### We have one core purpose:

To have the biggest positive impact in the varied communities we serve through ensuring top drawer education for our learners. #TransformingLives

### How do we ensure this across our trust?

#### In all we do we are:

1. Ethical to the core, ensuring that education is always front and centre
2. Futures focused system leaders – never simply followers
3. Collaborative in every endeavour
4. Resolutely learner centred

### What does this look like across our trust?

#### Education

We are:

1. Ruthlessly ambitious for all who learn and work with us
2. Unwaveringly inclusive – determined on eradicating barriers to educational success
3. Committed to excellent teaching
4. Determined upon academic excellence for all in our communities
5. Compassionate, ethical and caring advocates for all in our communities
6. Outwardly facing and globally conscious

#### Operations

We are:

1. Committed to the very best people development and empowerment
2. Determined to shout loudly and share proudly our successes
3. The best professional and technical experts (supporting education) in the sector
4. Committed to the very best understanding and management of risk

#### Wellbeing

At Academy Transformation Trust we put our people's welfare and wellbeing at the centre of everything and we know that this is more than just cake in the staff room on a Friday (although that is nice too!) Our Wellbeing Strategy covers 4 key areas: Working Environment, Personal Growth, Health and Lifestyle Initiatives and Culture.

## Diversity, Equity & Inclusion

On our journey of *#transforminglives*, we are building a Diverse and Inclusive Community. We are aspiring to promote our Inclusivity, via Curriculum and Employee engagement. Together, we want to break down barriers, enjoy each individual and celebrate the value they bring to our Trust Family.

## Our Values

- We will work inclusively within our communities, embracing the varied localities we serve while sharing our common vision and values.
- We will develop the very best leaders of the future, working to improve education and transform lives.
- We will adhere unwaveringly to the 'Nolan Principles' of Public Service, which is made clear in our commitment to Ethical Leadership.

## Financial

We are:

1. Providing the best possible public service for the best possible value
2. Determined to supplement our public income with shrewd income generation
3. Building financially sustainable models of educational improvement in our communities
4. Demonstrably efficient in all we do

## FAST FACTS ABOUT OUR TRUST

Our cross-phase group of academies was founded in 2011 and, since that time, we have grown to our current family of 21 academies (primary, secondary, post-16 and FE) operating across 10 English local authority areas. We are responsible for the education of over 12,500 learners; for the careers of almost 2,000 colleagues; and for the most effective spending of over £80 million of taxpayer income each year.

### ATT Institute

42 Leadership  
Development  
pathways across all  
our directorates

### Strategic Aims

- To plan and deliver a curriculum which enables students to re-integrate with learning, delivers improving progress and outcomes for all learners and demonstrates that lessons have been learned from the pandemic experience
- To create the conditions in which our people can demonstrate independent, thoughtful and confident behaviours in pursuit of our vision and aims
- To continue to improve our financial performance alongside an enhanced reputation in business operations and governance



### Finance Headline Figures

- We receive £78 million in funding and other income

### Headline Performance Measures

- Record progress scores for many of our primary academies in 2019
- Rising attainment 8 and progress 8 rates for three consecutive years across all secondary academies



**ATT | 21 Academies** Local  
Authority Areas | 10



**Staff | 1739**

Primary | 429

Secondary | 1145

Special | 28

FE | 67

Other | 70



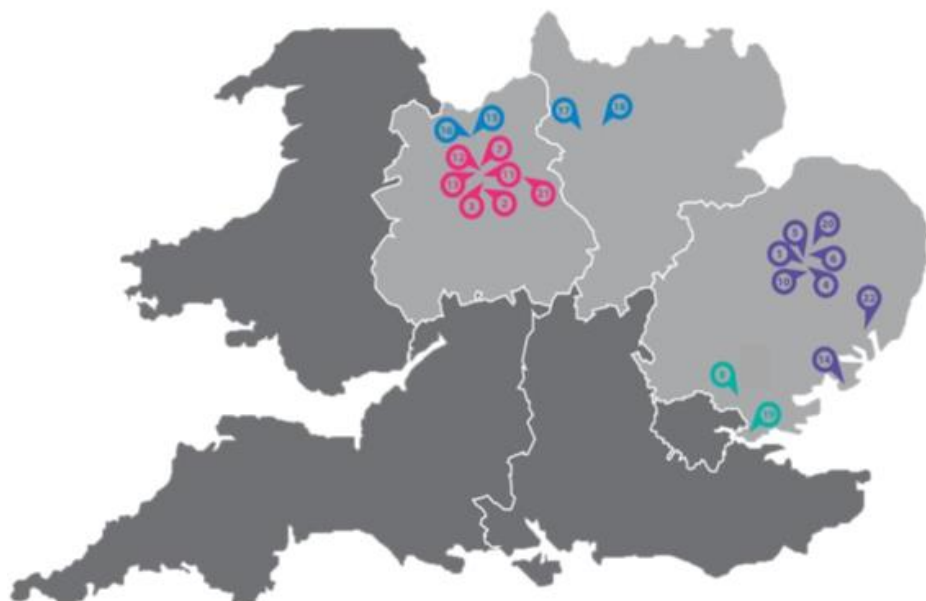
**Learners | 12,505**

Primary | 2711

Secondary | 8451

Special | 45

FE | 1298



### Governance

People Engaged | Over 120

Trustees | 11

Members | 5



## 02. Westbourne Academy Information

Westbourne Academy in Ipswich isn't just a school – it's a microcosm of the world with students from all around the globe. Between them they speak 32 languages, and their unique perspectives on learning and life make this a unique academy.

Since 2016, our Ofsted rating has gone from Requires Improvement to Good in 2019 – an incredible transformation that we are keen to continue.



In particular, inspectors noted that “students enjoy positive relationships with their teachers” and that teachers “benefit from a comprehensive training programme in a range of areas that is bespoke to the needs of individuals”.

We regard this as an enormous achievement, as many of our students come from deprived backgrounds and face significant barriers to learning.

We welcome fresh ideas from our teachers and actively value their creativity and imagination. We are passionate about innovative teaching practice, and we are always keen to find new ways to stimulate our students' learning.

Ipswich is one of only 12 areas in the country to be included in the DfE's Opportunity Areas Programme, meaning we receive additional funding aimed at improving social mobility. This allows us to offer enhanced packages to exceptional colleagues.

Westbourne Academy offers the satisfaction of transforming disadvantaged young people's futures, in an excellent location amidst attractive countryside, just an hour from London.

## 03. Our Institute



### What is our ATT Institute? Who does it serve?

Our 'Institute' is an umbrella term for all people development available to all ATT stakeholders. It serves our whole ATT community: children and young people, parents and carers, employees and the wider community.

### Our ATT Institute Vision

We are committed to the very best people development. We empower all stakeholders through equality of opportunity and place the needs of our stakeholders and the communities we serve at the front and centre of all we do. We believe we are better together and value collaboration within and beyond our organisation. ATT People Development activities will be the very best learning our stakeholders have ever had. Through high-quality people development we will all transform lives and communities.

Our Institute is a learning eco-system through which all people within our communities and beyond can thrive. It starts with the belief that we are all leaders of our eco-system. Leadership does not just come from the top; it has to be genuinely stakeholder-led. Irrespective of our role: admin, education, estates, finance, governance and operations, we all have a responsibility to make things better for children and young people and to help ensure that teachers are delivering a top-drawer education. Thus, we have a professional obligation to keep getting better through engagement in people development activities so that the 'edge' between schools and communities, where educators work with pupils, parents and carers and communities is the best it can possibly be.

We resolutely believe it is our moral and professional imperative to hear all voices and use our own agency to develop others within and beyond our Trust. ATT employees must use their local leadership to develop and lead others beyond their immediate setting and beyond our own Institute. The advancement of our Institute in this way, will lead to whole of system improvement and transform more lives and more communities.

### Available people development opportunities for all employees:

#### Role Performance Development

Our Institute has established 42 Leadership Development Pathways (LDPs) across all our directorates: Education, Finance, Governance, Trustees and Operations, shared through an Institute brochure. The purpose of each LDP is to explain available people development experiences that will support role performance development. Through this menu of opportunities, colleagues can design their own people development journey.

ATT Institute is also a provider of the following people development courses:

- The National Professional Qualification for Middle Leaders
- The National Professional Qualification for Senior Leaders
- ATT Institute Learning Leaders Course & the SSAT Lead Practitioner Accreditation

#### Strategic collaboration

Collaboration is the oxygen of an improving and self-sustaining Trust. This is facilitated through the following strategic collaboration groups:

- Principals' Development Group
- Strategic Development Group
- Subject Team Network Group

These groups have been described as the 'engine room' of our organisation and the colleagues that lead them, the 'learning brain.'

#### Research design and its translation

Research is a crucial resource in building knowledge, facilitating learning and renewing our practice. However, it is integral that our research practice does not sit independent to our work in classrooms. Built into our approach is inquiry-based learning. To advance our commitment to research-informed practice, we have established an action research team. The action research team contribute to the advancement of research in areas linked to our strategic improvement priorities and have responsibility for translating their research findings through Strategic Development and Subject Team Network Groups.



# 04. Job Description

## Senior Science Technician

Job Title: Senior Science Technician

Grade: NJC 11 - 15

Responsible to: Team Leader of Science

Hours of work: 37 hours per week, 39 weeks a week including PD days

The purpose of the role is to assist the Principal and the staff of Westbourne Academy by providing technical support in the learning and teaching of science.

### Key responsibilities are:

- Preparation of rooms, workshops or laboratories for students' use
  - Ensure all tools, materials, apparatus and equipment are put out for students to use, to staff specifications.
  - Where appropriate, ensure all labels referring to safety hazards are clearly visible and that all safety guards are fitted correctly.
  - Prepare or part prepare materials (including chemicals) to teacher requirements.
  - Ensure all items are in good working order and, in cases of malfunction, arrange repairs through established procedure.
- Clear rooms or laboratories after classes
  - Dispose of, or reclaim, used materials as appropriate.
  - Put away tools, equipment etc. after classes, check for malfunction and arrange for repairs through the established procedure.
  - Wash/clean equipment as necessary.
  - Put away part completed work for students future use.
  - Dismantle apparatus, equipment etc. for storing away.
- Provide technical assistance in the form of teacher support.
  - Be in attendance during classes, issue and collect back tools / equipment / materials / machinery / apparatus used by students and teachers.
  - Demonstrate use of equipment etc. to students under teachers' direction.
  - Assist teachers in ensuring safe working practices in laboratories, workshops and other practical teaching areas.
- Security
  - Ensure that all equipment, materials, apparatus, tools and machinery are kept in their designated places and that appropriate security measures are observed.
- Maintenance and Repairs.
  - Carry out maintenance and first line repairs to equipment, machinery, tools or apparatus and report the need for further repairs or replacement through the established procedure.
  - Maintain and prepare materials during term time and some school holidays.

## 04. Job Description

- Supplies and Stock
  - Maintain materials stock and re-order as necessary (orders must be approved by teaching staff), check in deliveries and refer queries to suppliers or academic staff as appropriate.
- Line Management
  - To monitor the performance of other Science Technicians within the Academy.
  - To identify professional development opportunities for other Science Technicians.
- Other Duties
  - To be committed to safeguarding and the promotion of the welfare of children.
  - To act responsibly, to do everything possible to prevent harm or injury to yourself and others, and to immediately report to the appropriate person any deficiencies noticed regarding health and safety practices and controls.
  - To be a tutor as part of the House System, attending five tutor sessions per week and any other related meetings.
  - To undertake any other duties as may be required from time to time by the Principal.





# 05. Person Specification

## Senior Science Technician

	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"><li>• Sound educational background including GCSE's in Maths and English (A* - C) or equivalent</li></ul>	<ul style="list-style-type: none"><li>• Other relevant science qualification</li><li>• First Aid qualification or a willingness to be trained in First Aid</li></ul>
Experience	<ul style="list-style-type: none"><li>• Prior experience in a similar technician role</li><li>• Experience of working in a team</li><li>• The ability to manage colleagues and facilitate their professional development</li></ul>	<ul style="list-style-type: none"><li>• Experience of working in a school environment</li><li>• Understanding of health and safety regulations</li></ul>
Personal Qualities	<ul style="list-style-type: none"><li>• Strong organisational skills</li><li>• Punctuality</li><li>• The ability to work on own initiative without direct supervision</li><li>• High-level time management skills</li><li>• The ability to prioritise a range of tasks</li><li>• Resilience, commitment, energy and enthusiasm</li><li>• Good communications skills, oral and written</li><li>• Willing to work within organisational procedures, processes and to meet the required standards for the role</li></ul>	<ul style="list-style-type: none"><li>• Awareness and understanding of best practice in ensuring safeguarding and child protection.</li></ul>



## 06. How to apply

### Senior Science Technician

### Westbourne Academy

#### Status:

37 hours per week

39 weeks per year including PD days

#### Applying:

Please apply by visiting

[www.academytransformatio  
ntrust.co.uk/vacancies](http://www.academytransformatio<br/>ntrust.co.uk/vacancies)

#### Salary:

NJC Points 11 - 15

£18,263.95 - £19,769.70 (Actual)

£21,748.00 - £23,541 (FTE)

#### Closing Date:

Wednesday 6<sup>th</sup> October 2021, midday

#### Start Date:

ASAP

#### Interviews:

w/c 11<sup>th</sup> October 2021



# *#TransformingLives*

**Address:**

Academy Transformation Trust  
Unit 4, 2<sup>nd</sup> Floor  
Emmanuel Court  
Reddicroft  
Sutton Coldfield  
B73 6AZ

**Visit:**

[academytransformationtrust.co.uk](http://academytransformationtrust.co.uk)

**Call:**

0121 354 4000

**Email:**

[office@academytransformation.co.uk](mailto:office@academytransformation.co.uk)



@AcademyTrust

