

# Science Technician

## Application Pack

The Hathaway Academy  
Grays, Essex

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## Science Technician



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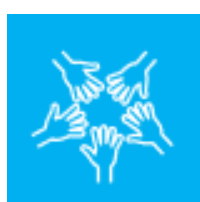
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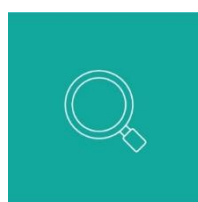
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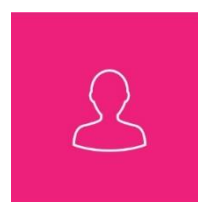
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*#TransformingLives*

# 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 years running across all secondary academies
- Rising Key Stage 5 average points scores across all academies for three years



## 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

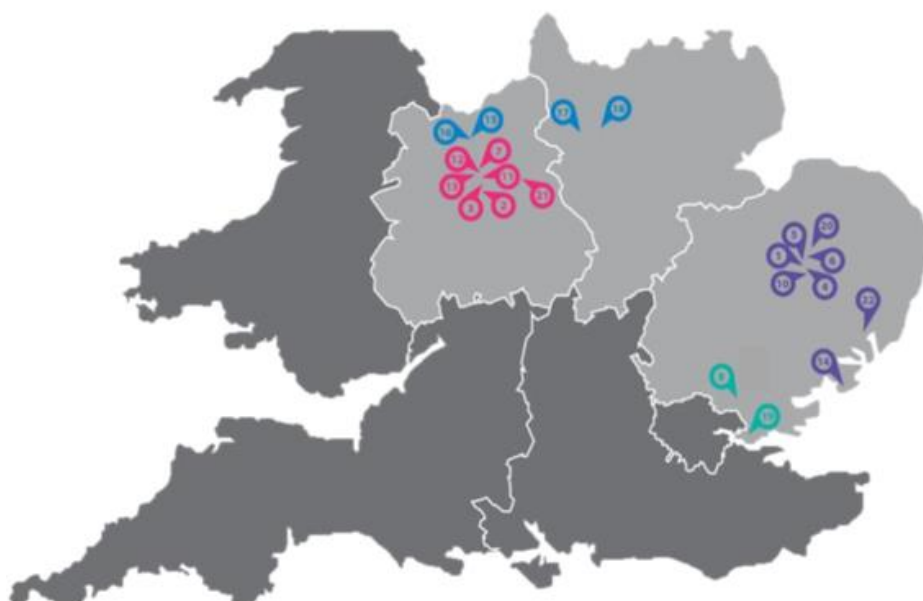


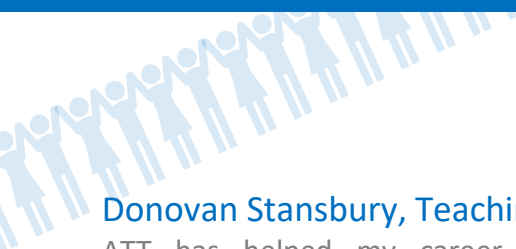
## Governance

People Engaged | Over 120

Trustees | 11

Members | 5





### Donovan Stansbury, Teaching Assistant

ATT has helped my career from the very beginning of my adult life. I started my career at Mildenhall College Academy on a Teaching Assistant Apprenticeship, provided by ATT FE. Now with my knowledge and understanding of my role I can succeed further with the support of ATT. I have completed my apprenticeship and now have a full-time role as Teaching Assistant at the academy. My next step is to start an OU degree, again something I will do with the full support of ATT.

### Martin Sexton, Lead for Computer Science and STEM Coordinator

Working for ATT has given me many opportunities to progress my career. A move from Westbourne Academy to Mildenhall College Academy 5 years ago gave me my first step up from teacher to leading Computer Science. I received an ATT award for STEM which led to me becoming the STEM coordinator. To help develop my career further I now lead Team Network Group meetings with other Computing teachers from across the trust. ATT has also allowed me to develop my skills knowledge through attending a range of CPD with Computing at School, Barefoot, and Digital Schoolhouse all of which are helping to develop my practice.

### Abby Bayford, Director of Institute

I started a career with ATT in January 2014 as a Lead Practitioner of English at Bristnall Hall Academy. I was then given the opportunity to take on the role of Assistant Principal of Teaching and Learning as a maternity post. This opportunity was significant in developing my professional capacity to lead. It also helped to develop my leadership competencies and broaden my scope of influence. Fortunately, this became a permanent post. ATT is passionate about mobilising teacher agency and I was encouraged to drive improvement in areas within and beyond my remit. This led to an increase in responsibility and I became responsible for leadership and management and quality of education as Vice Principal. Through ATT's talent management processes, I was then identified as a potential system leader and was given executive portfolio responsibility for people development across our Trust. As such, I was given the opportunity to become Director of Institute, establishing a professional learning Institute as a vehicle to drive people development for all across our ATT family. This is my most rewarding role to date.

### Amy Bills, Regional Education Director

It is wonderful to be part of an organisation in which people development commands such a high profile. My own career development within ATT from Assistant Principal to Principal, Executive Principal and now Regional Education Director is an example of the wealth of opportunities afforded to us all - whatever our role - and the high quality professional development available when part of a large MAT which has transformation and collaboration at its core.

### Nicola Powling, Faculty Leader Humanities

Since joining Mildenhall College Academy three years ago, I have been well-supported in my development as a middle leader and with the guidance and advice of senior leaders in the academy I have been able to demonstrate significant impact on the quality of teaching and learning in the Humanities subjects. Last academic year I chaired the Eastern TNG for History, which has given me the opportunity to work with colleagues across the Trust and share best practice. Most recently, I have been seconded to the senior leadership team with a responsibility for teaching and learning; this is an opportunity to continue my career development and to gain insight and experience in senior leadership.





## 02. The Hathaway Academy Information

The Hathaway Academy is part of the Academy Transformation Trust family of academies.

Rated as 'Good' by Ofsted in June 2015, at Hathaway we aim to change the aspirational horizon of our students and their community. Everything that both our students and staff do will be done to ensure, that through engagement, self-worth and purpose, pupils will be the very best they can be.



The balance of academic excellence and opportunities underpins our high aspirations and provides students with the skills and confidence they need in their future journey.

We offer a personalised, engaging and relevant 21st century curriculum, which will develop pupils into thinking, articulate, responsible and successful citizens.

This is supported with a wide and varied extracurricular programme that not only supports academic progress but also embeds the specialism of digital media and performing arts.

Our faculty system runs throughout the academy which each faculty attached to a charity and a number of fundraising initiatives taking place throughout the year,

We are extremely proud of our brand new £1.5m food technology, hospitality and catering facility which has recently opened.

We also have a number of partnerships with organisations in our community including the Duke of Edinburgh and the Royal Opera House.

To find out more, please visit [www.hathawayacademy.attrust.org.uk](http://www.hathawayacademy.attrust.org.uk).



## 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



## Science Technician

<b>Purpose of the job</b>	In accordance with the practices and procedures of the Academy, ensure that a safe, effective and efficient laboratory technical service is provided for the use of students and teaching staff. To provide technical advice and assistance in the classroom to support students and assist teaching staff with learning activities.
<b>Principal Accountabilities</b>	<p><b>Provision of Practical Facilities and Resources</b></p> <ul style="list-style-type: none"> <li>• To prepare and assemble apparatus and components for demonstration, class practical work, assessments and examinations. To prepare solutions and materials.</li> <li>• When requested by teaching staff, to demonstrate the use of different equipment and materials with particular regard to safety, including providing technical advice, assistance and supervision to students during practical's, project work and assessments. To advise teachers, when required, particularly those teaching outside the specialism.</li> <li>• To install, test and calibrate both existing and new equipment.</li> </ul> <p><b>Construction and Development of Apparatus and Equipment</b></p> <ul style="list-style-type: none"> <li>• To construct and devise equipment to meet the changing needs of practical programmes, including the manufacture of teaching aids. To adapt apparatus and basic storage facilities.</li> <li>• At the request of teaching staff, to provide practical advice and safety instructions to students.</li> <li>• To construct and maintain the plug-in peripheral equipment for computers and electronic measuring devices.</li> </ul> <p><b>Maintenance of Departmental Facilities and Resources</b></p> <ul style="list-style-type: none"> <li>• To ensure that equipment, materials and apparatus, including teaching aids, are maintained in a serviceable and safe condition.</li> <li>• To undertake repairs when necessary and, where applicable, recommend or arrange outside repairs, replacement or maintenance.</li> <li>• To ensure that any scientific debris or hazardous materials/spills are removed from the sinks, bench tops and other areas to provide a safe environment for cleaning staff and others. To deal with spillages/emergencies during practical activities.</li> <li>• To ensure that gas and water taps are turned off, and that electrical connections, chemical solutions and other materials are left stored in a safe and secure condition, ready for re-use.</li> <li>• To monitor the condition and stock levels of all apparatus, reagents and materials with regard to shelf life, safety and economy by undertaking regular checks. To diagnose faults and take necessary action accordingly, including proposing alternatives for damaged/faulty equipment.</li> <li>• To ensure that appropriate levels of stock are maintained to meet the requirements of the department.</li> <li>• To ensure that residues and outdated stock are disposed of in a safe, efficient manner.</li> <li>• To maintain all safety equipment used by teaching staff and students to the highest standard.</li> </ul> <p><b>General Responsibilities</b></p> <ul style="list-style-type: none"> <li>• To liaise with external agencies such as suppliers and manufacturers regarding the provision, installation and repair of equipment, furniture, etc.</li> </ul>



## 04. Job Description

	<ul style="list-style-type: none"><li>• Where applicable, to undertake administrative tasks associated with the post, including stock recording, ordering, reprographics etc.</li><li>• To be aware of, and to comply with, all departmental/Academy instructions and procedures relating to health and safety at work and to recognise the main responsibilities required under the Health and Safety at Work Act 1974 and associated legislation. To contribute to safe working practice in preparation/storage/teaching areas.</li><li>• To maintain an up to date knowledge of technical developments in the field.</li><li>• To undertake general tasks according to the needs of the department such as maintenance of laboratories, preparation of store rooms, transporting supplies, reprographic duties, preparation of audio/visual material as required by departmental teaching staff, etc.</li><li>• To undertake any other duties within the scope of the post, as required by the Head of Department or other appropriate person.</li><li>• To support First Aid within the Academy, by being on call as required.</li></ul>
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# 05. Person Specification

## Science Technician



Criteria	Desirable
<b>Qualification Criteria</b>	<ul style="list-style-type: none"><li>• Right to Work in UK</li><li>• GCSE Mathematics and English (Grade C/4 or above)</li><li>• GCSE Science</li><li>• Good numeracy/literacy skills</li><li>• Strong written and oral communication skills</li><li>• A Level or equivalent qualification (desirable, not essential)</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Experience of working with young people</li><li>• Experience of delivering activities and sessions for young people</li><li>• Experience in use of all Microsoft IT platforms e.g. Excel</li><li>• Awareness and understanding of best practice to ensure safeguarding and child protection.</li></ul>
<b>Behaviours - Specific skills</b>	<ul style="list-style-type: none"><li>• Ability to keep highly organised and work efficiently and effectively even when demands of the job are high</li><li>• Able to establish good working relationships with students and staff</li><li>• An understanding of the importance of confidentiality and discretion</li></ul>
<b>Personal characteristics</b>	<ul style="list-style-type: none"><li>• Genuine passion and belief in the potential of every student</li><li>• Resilience</li><li>• An enthusiasm for working with young people</li><li>• Helpful, positive, calm and caring nature</li><li>• Able to follow instructions accurately but make good judgments and lead when required</li><li>• Be prepared to work flexibly</li><li>• Be motivated to continually improve standards and achieve excellence.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Commitment to equality of opportunity and the safeguarding and welfare of all students</li><li>• Willingness to undertake training</li><li>• This post is subject to an enhanced Disclosure and Barring Service check</li></ul>



## 06. How to apply

### Science Technician

### The Hathaway Academy

#### Salary & Hours:

NJC 10-14, starting prorated salary £17,959.29 per annum  
37 hours per week for 38 weeks

#### Applying:

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

#### Closing Date:

12 noon, Friday 17<sup>th</sup> September 2021

#### Start Date:

September 2021

#### Interviews:

As and when applications are received

#### Visits to the school:

For further information about the role and the Academy please contact Ms Whippey at the Academy on 01375 371361.

# *#TransformingLives*

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