



Education
Partnership
Trust

High Expectations • Commitment • Ambition

Candidate Information Pack

Science Technician

Atherton High School





A message from the Headteacher

Thank you for expressing an interest in the position of Science Technician at Atherton High School.

This is an exciting opportunity for an outstanding, ambitious and dynamic individual to join a fantastic school at an exciting stage of its journey.

We are a smaller than average secondary school, part of Education Partnership Trust (EPT), situated on the Wigan, Bolton and Salford corridor. Our school community is made up of 550 pupils and 60 staff and has a culture built around our values of 'respect, responsibility and ambition'; with our aims clearly being driven by decisions that if our education is not good enough for our own families then it is simply not good enough. Something we call the 'Law of EVE' (Everyone Values Education).

In October 2021, the school was judged as requires improvement for Quality of Education but good in leadership & management, good in personal development and good for behaviour & attitudes. This result epitomised the hard work and school improvements made since our last Ofsted in 2018. A copy of the report can be downloaded from the School's website. Inspectors found our school to have a "an ambitious curriculum" and parents stated that their children 'have never been happier'.

We promote our values of respect, responsibility and ambition through a strong, knowledge rich curriculum, which is built around our expectations that all pupils develop their depth of understanding across a wide range of subjects, to secure an ambitious education for all.

We aim high at Atherton and expect high standards of behaviour and academic effort from all our pupils. We believe in encouraging our pupils to take responsibility for their actions, decisions and their future education to foster a culture of commitment to lifelong learning. We believe every pupil is an individual that can achieve extraordinary goals and we work hard for them to achieve these; however, we expect our pupils to work even harder for their future. This is their responsibility that we will support them with every step of the way.

We are committed to the pursuit of outstanding teaching and learning alongside the highest possible academic, personal and moral standards. This commitment is built upon a shared belief in hard work, self-reflection and a culture of respect and support for others.

We expose our pupils to culture beyond their experience to build opportunities and develop a strong sense of self-worth and humility to make positive contributions now, and in the future, to the communities to which they belong.

Atherton High is a successful 11 – 16 school and over the past three years has achieved the following:

- Judged as ‘Good’ for Leadership and management, Behaviour and attitudes and Personal Development in October 2021.
- Established as the ‘school of choice’ in the local area and oversubscribed in every year group.

To apply for this post, please follow the instructions on the Vacancies page on our website. For visits to the school or any other information, please contact rwilson@athertonhigh.com



B. Layzell
Headteacher



**Education
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I am delighted that you are considering a role within the EPT.

The EPT was established in 2012 as a high performing multi academy trust and approved academy sponsor, that delivers the very best educational experience for our pupils within an ethos of collaboration and excellence.

Wishing you all the best with your application.



Sharon Roscoe
Chief Executive

Our Vision

Creating outstanding schools which transform learning, lives and communities

Our Values

High Expectations

of ourselves, our pupils and our school community

Commitment

we are dedicated to raising standards and improving opportunities

Ambition

we constantly strive to improve by setting ourselves challenging goals

Job Advertisement

Science Technician

Hours:	35
Weeks Worked:	39
Start Date:	3rd January 2023
Salary:	£17,476 - £18,450 (actual salary)

Atherton High School wishes to appoint a hardworking, enthusiastic and committed Science Technician. If you are experienced, enthusiastic, open to new ideas and have a flexible 'can do' approach, we would welcome an application from you.

The Job

- The preparation of materials and equipment for science lessons and other subject practical lessons.
- Maintaining science laboratories and preparation rooms and their equipment, and services are in good order
- Arranging for apparatus including worksheets, books and audio-visual aids to be available, in rooms, for lessons
- Preparing experiments, setting up of apparatus and equipment for demonstrations and practical lessons as requested by teaching staff
- Routine maintenance of science laboratories and preparation rooms, their equipment and services
- Maintaining the stocks of science chemicals and equipment

What are the job requirements?

- English and Maths A*-C or equivalent
- Science Qualification at A-level or equivalent
- Knowledge of CLEAPSS
- Ability to prioritise and organise own time
- Knowledge of relevant codes of practice



Amongst the many benefits of working within the Trust you will receive:

- Healthcare cash back plan provided free by the Trust includes optical, dental, physio, diagnostics, health assessment, NHS prescription charges, hospital cover, discounted gym memberships plus lots more.
- 6 sessions of free counselling including CBT, wellbeing and bereavement.
- Cycle to work scheme.
- Access to government pension schemes.
- Free parking
- Training and development opportunities
- Personal development and promotion opportunities across the Trust
- Trust wide focus on staff wellbeing

Closing date: 18th November 2022

Interview date: 22nd November 2022

Safeguarding

The Education Partnership Trust is committed to safeguarding its children; therefore, an enhanced DBS clearance will be undertaken for the successful applicant(s). The Trust (and its schools) are legally obligated to process a Disclosure and Barring Service (DBS) check before making appointments to relevant posts.

Incomplete application forms will not be shortlisted, if you need to discuss a reason for being unable to complete a section, please contact the recruitment team HR@ept-uk.com

Applications for this exciting post are to be made through <https://ept.face-ed.co.uk/vacancies>

Job Description

JOB DESCRIPTION

Job Title:	Science Technician
Reports to:	Head of Science
SCP:	SCP 5- 8

Job Purpose

- To provide full technician support to teaching staff
- Preparation and cleaning/clearing of lesson materials for the Science Department
- To contribute to raising standards of student attainment
- To undertake administrative tasks associated with the role

Duties and Responsibilities specific to the role of Science Technician:

- The preparation of materials and equipment for science lessons and other subject practical lessons.
- Maintaining science laboratories and preparation rooms and their equipment, and services are in good order;
- Train to be and act as school first aider

Preparation of science materials and equipment. For example:

- Carry out risk assessments for technical activities
- Disposing of waste materials
- Collecting apparatus and chemicals from storage
- Preparing necessary solutions
- Checking individual components in and out for class use
- Arranging for apparatus including worksheets, books and audio-visual aids to be available, in rooms, for lessons
- Preparing experiments, setting up of apparatus and equipment for demonstrations and practical lessons as requested by teaching staff
- Preparation of chemicals and solutions
- Liaising with staff over use of equipment and stock
- Advise staff of any problems, including safety aspects
- Assisting with collection and cataloguing of sundry worksheets, books, audio-visual aids and materials
- Returning apparatus, etc. and chemicals to storage as soon as practicable
- Repairing damages or arranging for this to be done
- Constructing apparatus and equipment
- Purchase of sundries from suppliers

Routine maintenance of science laboratories and preparation rooms, their equipment and services

- Cleaning sinks, chemicals on bench tops, spillage's of chemicals on floor
- Storing materials as required under Health and Safety
- Keeping equipment clean and well maintained
- Cleaning of goggles
- Cleaning of safety screens, fume cupboards and other items
- Carrying out safety checks on equipment, e.g. Bunsen tubing etc.

Maintaining the stocks of science chemicals and equipment

- Taking stock of chemicals, consumables, stationery, books and breakable items
- Advise Head of Department on stock replacement needs
- Ordering stock as required
- Checking deliveries and storing as required

Additional Technician Support

- To provide support in technical subjects including Food Technology and Product
- Storage of materials
- Preparing components and ensuring they are ready for use
- Ensuring equipment is clean and well maintained

School Displays

- Assist in the preparation of materials for displays
- Check classroom displays are current
- Liaise with teachers on classroom displays

Expectations of all school staff:

- Ensure good and better progress for all students within groups taught through the planning and preparation of high-quality lessons which engage, motivate and support
- Strive to deliver a consistently good standard of teaching
- Take responsibility within own teaching areas and in the execution of general duties for the creation of a positive climate for learning which results in positive, respectful attitudes from students
- Consistently apply the school behaviour policy to support all colleagues in establishing high standards of behaviour from students
- Access, record and report on the development, progress and attainment of students within the department and school assessment and reporting policy
- In consultation with the head of department, contribute to the planning, design and production of good quality teaching materials and resources, appropriate to age and ability



- Contribute to the wider life of the school by participating in the provision of Extension, Enrichment and Enhancement activities through the planned program
- Participate in whole school, departmental and all school meetings actively contributing to the decision making and consultation procedures
- Participate fully in the school's Performance Management process, engaging in professional development activities which enhance personal performance, fulfil personal potential and contribute effectively to the implementation of the school goal to be an outstanding place of learning
- Uphold the professional standards of dress, behaviour, attitudes and team spirit which will ensure that Burnley High School is a pleasant, positive place to learn and work

Equal Opportunities:

- To promote equal opportunities in education in order that all children and families will gain optimum benefit from the service provided.

Generic Staff Requirements:

- Uphold the professional standards expected of every member of the school staff in all dealings with colleagues, students, parents/carers and the wider community
- Adhere to the principles expressed in the aims of the school and its mission statement
- Actively contribute to the continued development of the school by attending training, participating in relevant meetings and putting forward ideas for improvement
- Be a positive, collaborative team member
- Apply all school policies in all aspects of the role
- Keep up to date with all aspects of the safeguarding policy and familiar with Keeping Children Safe in Education document

Person Specification

PERSON SPECIFICATION

Job Title:	Science Technician
Reports to:	Head of Science
SCP:	SCP 5 – 8

Assessed
by:

No.	CATEGORIES	Essential/ Desirable	App Form	Interview / Task
QUALIFICATIONS & EXPERIENCE				
1.	English and Maths A*-C or equivalent	E	✓	
2.	Science Qualification at A-level or equivalent	E	✓	
3.	Undergraduate degree in science related subject Undergraduate degree in science related subject	D		✓
4.	Working in a school	D	✓	✓
KNOWLEDGE, SKILLS and COMPETENCIES				
5.	High standard of subject knowledge	E	✓	✓
6.	Working in a laboratory environment	E	✓	✓
7.	Ability to work as part of a team and on your own initiative	E	✓	✓
8.	Ability to prioritise and organise own time	E	✓	✓
9.	Knowledge of CLEAPSS	D	✓	✓
10.	Knowledge of relevant codes of practice	D	✓	✓
11.	Good communication skills	E	✓	✓
12.	Knowledge and understanding of strategies to safeguard students and staff	E	✓	✓
13.	Ambitious and keen to undertake continuing professional development	D	✓	
14.	Ability to promote and develop positive relationships within and beyond the school	E	✓	✓
15.	A high level of self-awareness – knows strengths and weaknesses and can relate to difficult personality types well	E	✓	✓
16.	Has knowledge and understanding of safeguarding and child protection	E	✓	
17.	Effective use of ICT in management and data handling	E	✓	✓
PERSONAL QUALITIES				
18.	Demonstrate a positive and enthusiastic outlook	E	✓	✓
19.	Passionate about Science	E	✓	✓
20.	Ambitious with a drive to succeed	E		✓



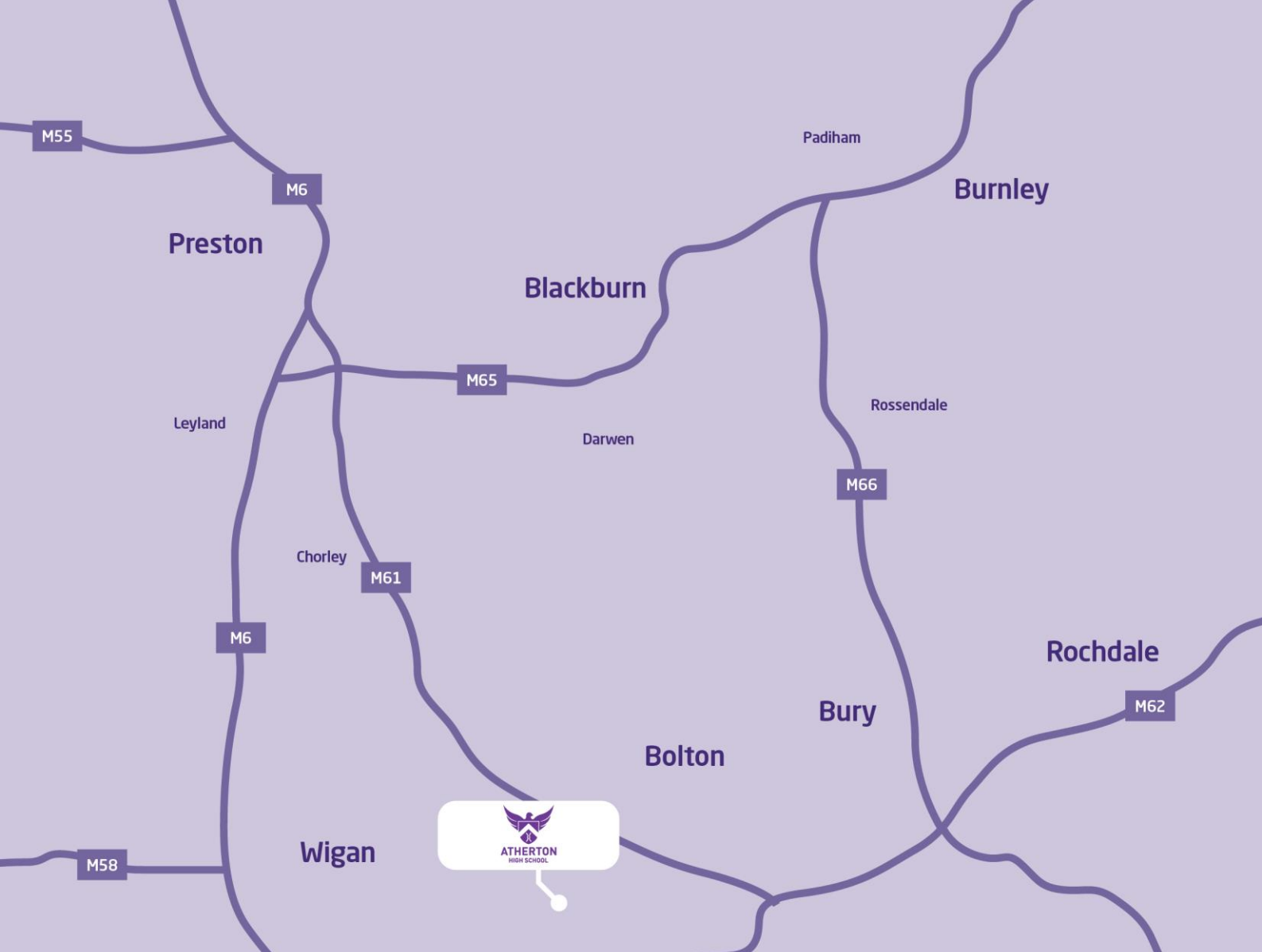
21.	Ability to inspire and motivate students and peers	E	✓	✓
22.	Commitments to safeguard and promote the welfare of children	E	✓	✓
23.	Pleasant and professional manner	E		✓
24.	Self confidence	D		✓
25.	Flexibility and adaptability	D	✓	✓
OTHER				
26.	Desire to contribute to and be involved in the wider life of the school	E	✓	✓
27.	Good record of attendance and punctuality	E	✓	✓

Whilst every effort has been made to explain the main duties and responsibilities for this post, each individual task undertaken may not be identified.

This job description is current at the date shown but, in consultation with the post holder, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

All post holders are accountable through the EPT and Atherton High School Performance Management Policy. The Governors and Head Teachers of EPT are committed to safeguarding and promoting the welfare of all children and young people and ensuring that safer recruitment procedures are in place.

Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability. This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the school



Contact

Atherton High School
Hamilton Street, Atherton
Manchester, M46 0AY

01942 885500
enquiries@athertonhigh.com
www.athertonhigh.com

Twitter @ACSpurple



An Education Partnership Trust School