SCIENCE TECHNICIAN
Netherwood Academy

Recruitment Pack
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Welcome Letter

Dear Candidate,

Thank you for your interest in this role within the Astrea Academy Trust.

This is a hugely exciting time for our family of academies. The Trust has been recognised by the Department for Education as being well placed to raise standards and achieve excellence for pupils in a growing number of academies. We are presented with a rare opportunity to make a real difference to the lives and life chances of so many primary and secondary school children – many of whom haven’t previously received the educational opportunities they deserve.

The Trust currently has academies based across South Yorkshire and Cambridgeshire, including academies at various stages of development. As a Trust, we are clear about the importance of achieving long term sustainability for our academies. Our vision is to enable individual academies to flourish with real autonomy, whilst also ensuring a strong ethos of support and collaboration across our Academies.

Employees within Astrea belong to a community of professionals, and benefit from a wide range of networks and development opportunities across the Trust. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike.

Those we recruit can demonstrate that they share our values, are highly motivated to work with colleagues within and beyond their academy to continuously develop their skills and pursue professional excellence, and are committed to providing the highest standards of teaching for all children. If that is you then we would be delighted to receive your application.

Libby Nicholas
Chief Executive, Astrea Academy Trust
A Warm Welcome, from Andy Redfern, Interim Principal - Netherwood Academy

This is an incredibly exciting time to join Netherwood Academy.

Netherwood is a 10 form entry 11-16 academy situated in fantastic grounds in Wombwell, Barnsley. The Academy was formed 5 years ago merging two local community schools onto a single site and joined Astrea Academy Trust in April 2017. Students and staff benefit from working in a modern £35m PFI building with fantastic facilities. Outcomes at the Academy have previously suffered as a result of bringing two very different schools together but look stronger moving forwards. This is an exciting opportunity for a Science Technician to be part of a team on a journey to becoming an outstanding Science department.

Netherwood Academy has a team of committed professionals who aspire to provide our pupils with the best possible life chances, and will ensure they acquire the skills, knowledge and ambition to be successful and happy members of modern British society. This is an opportunity to join a highly-committed team that has the highest ambitions for the pupils they serve.

Astrea Academies Trust is an inspirational academies network that aims to give children and young people from all backgrounds an education that will transform their lives.

Membership of the Astrea Academies Trust provides enhanced CPD opportunities for staff, and you can expect a tailored induction programme that will support, reward and challenge you.
Astrea Academy Trust

We value all-round development of the individual, through arts, sports, leadership opportunities, enrichment and community. This is encapsulated in the skills, qualities and personalities we foster in our pupils.

The Astrea Academy Trust logo communicates the values collaboration, development and aspiration. The three figures are coming together in the shape of a tree, which represents growth, whilst the tallest figure reaches upwards, towards a star, which is above and beyond the highest branch of the tree.

Academies, staff and children within the Trust benefit from a strong ethos of support and collaboration across the Astrea family. Teachers within Astrea belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust.

Astrea benefits from the involvement of leading educationalists, including our Professional Adviser Professor John West-Burnham, and strong links to prestigious institutions such as the Institute of Education.
Astrea Academy Trust Ethos

The work of the Astrea Academy Trust is underpinned by five core Value Partners, which are equally applicable to pupils, staff and the work of the Trust itself.

Each pair of Value Partners is accompanied by a call for action in the form of a hashtag, which is used in verbal, digital and hard copy communications.

The Value Partners can be used as a measure of individual, Academy and Trust progress and as a guide to inform the direction of change.

Responsibility and Leadership

Individuals in the Astrea community are accountable for their own decisions and actions and are supported by strong leaders, while trailblazers are encouraged to develop skills and talents in others. The Trust has a strong commitment to developing and nurturing our own leaders. #4equity

Enjoyment and Innovation

We know that everyone learns best when they enjoy what they do and can follow their innate desire to achieve. Astrea pushes boundaries so that pioneering ideas are tried and tested so that our academies remain leaders in the advancement of teaching and learning methods. #go4it

Aspiration and Development

Every member of the Astrea community, from the youngest pupil to the oldest member of staff, is encouraged to cultivate opportunities to grow. We achieve excellence by being inspired to become the best we can be. The progress and well-being of pupils is our top priority, at the centre of every decision. #Reach4thestars

Collaboration and Inclusion

Astrea honours and applauds the differences that make us unique whilst actively seeking and celebrating the common ground that binds us together as a strong community. We work together in a productive environment where dynamic ideas are shared in partnership, so that every member of the community may thrive #all4one

Honesty and Integrity

We are honest and open. Astrea decisions and responses are grounded in time-honoured moral principles that remain constant in the face of challenges and change #4good

You can learn more about the Values, and hear from staff and pupils across Astrea Academies, at our website: https://astreaacademytrust.org/
Astrea Academy Trust Family

Academies currently within Astrea Academy Trust:

- Atlas Primary Academy, Doncaster
- Byron Wood Academy, Sheffield
- Carrfield Primary Academy, Rotherham
- Castle Academy, Doncaster
- Cottenham Village College, Cambridgeshire
- Denaby Main Primary Academy, Doncaster
- Edenthorpe Hall Academy, Edenthorpe
- Gooseacre Primary Academy, Rotherham
- Greengate Lane Academy, Sheffield
- Hartley Brook Primary Academy, Sheffield
- Hatfield Primary Academy, Sheffield
- Hexthorpe Primary Academy, Doncaster
- Highgate Primary Academy, Rotherham
- Hillside Academy, Doncaster
- Intake Primary Academy, Doncaster
- Kingfisher Primary Academy, Doncaster
- Lower Meadow Primary Academy, Sheffield
- Netherwood Academy, Barnsley
- The Centre School, Cambridgeshire
- The Hill Primary Academy, Rotherham
- Atlas Academy, Doncaster
Job Description

Position: Science Technician

Salary Range: Grade 2, points 9 - 13

Reporting to: Senior Science Technician

Location of position: Netherwood Academy, Wombwell

PURPOSE OF THE POST

Under the direction of the Senior Science Technician, to work with teaching staff and learning in the department by ensuring the effective preparation, maintenance and storage of materials, equipment, furniture and fittings.

Main Duties and Responsibilities:

• To undertake the preparation of materials for students practical work.
• To maintain equipment in a clean condition, undertaking routine checks, dealing with minor problems and identifying faults requiring rectification.
• To assist teachers and students during lessons as requested.
• In accordance with teacher requirements to support with ordering and storing of resources and equipment.
• To understand and be aware of all health and safety instructions on the use of department resources (e.g. chemicals, radioactive sources, equipment etc.).
• To undertake preparatory work in classrooms as required, preparing resources / equipment as required.
• To support with science labs/classrooms and store rooms to keep them clean and tidy. To clean and maintain all apparatus in good working order.
• To assist with the mounting of displays as required.
• When requested by teaching staff, to demonstrate the use of equipment and to trial experiments prior to use in the classroom.
• To receive, check and store all equipment and materials reporting on stock levels and conditions as required.
• To organise equipment and stock to facilitate easy access.
• To maintain stock levels of chemicals and other consumables.
• To inform the Senior Science Technician of any general Health and Safety or other risks within the department.
• To undertake photocopying as requested.
• To support with the maintenance of ICT within the department, monitoring equipment regularly and logging faults where required.
• To assist with using ICT to prepare resources and use spread sheets to help track/analyse department needs.
• To participate in training and other learning activities as required and to participate in appraisal.
General Information and Working Arrangements

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

Netherwood Academy operates a no smoking policy throughout the site.

Netherwood joined Astrea Academy Trust in May 2017 and caters for the 11-16 age range. The school is very popular and growing and the number on roll is currently 1140. We value equally all members of the school community and work together for the educational progress of all our students in partnership with the whole community.

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Principal.
Person Specification

This part will allow you to understand who we are looking for within this role and the skills, knowledge or experience that we would expect.

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<tr>
<th>Relevant Experience</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td>Substantial experience of working a school environment</td>
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<td>Extensive experience of setting up and carrying out valid science experiments in all 3 disciplines</td>
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**Education and Training**

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<th>Essential</th>
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<tr>
<td>4 GCSEs grades A-C or equivalent (including Mathematics and English)</td>
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<td>Qualifications at level 2 appropriate to subject requirements</td>
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<tr>
<td>Good ICT skills</td>
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<tr>
<td>Good numeracy/literacy skills</td>
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**Safety Management**

| Safety Management | * | |

**General and Special Knowledge**

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<td>Analytical and judgemental to analyse and interpret complex information relevant to work in the 3 science disciplines.</td>
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<td>Problem solving to develop solutions and plans in the short and medium term to support learning in the faculty</td>
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**Skills and Abilities**

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<td>Excellent organisational and communication skills</td>
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<td>A good understanding of the day to day organisation of a school</td>
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<td>Possess excellent ICT skills in the use of Office (Word processing, spread sheet work, and the use of email.)</td>
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<td>Ability to make decisions as to when and how duties are to be carried out only seeking advice and guidance when encountering serious problems</td>
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<td>Ability to use their own initiative and sometimes work unsupervised</td>
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<td>Ability to work with dexterity and coordination where there is a need for considerable demand for precision, e.g. by weight or by length measurement</td>
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<tr>
<td>Ability to exchange information orally, in writing or via other methods to a range of audiences including pupils, teaching staff and other agencies, e.g. with regard to health and safety</td>
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Child Safeguarding Policy

The Trust is committed to Safeguarding and Promoting the Welfare of all its students. Each student’s welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with Special Educational Needs, those living in adverse circumstances.

We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world in a positive way. Whilst at the Academies, their behaviour may be challenging. We will always take a considered and sensitive approach in order that we can support all our students.

The Trust’s Child Safeguarding Policy applies to all adults, including volunteers, working in or on behalf of the Trust.

Everyone in the education service shares an objective to help keep children and young people safe by contributing to:

- Providing a safe environment for children and young people to learn in education settings; and

- Identifying children and young people who are suffering or likely to suffer significant harm, and taking appropriate action with the aim of making sure they are kept safe both at home and in the education setting’

Keeping Children Safe in Education 2016

The Trust pays full regard to ‘Keeping Children Safe in Education’ guidance 2016. We ensure that all appropriate measures are applied in relation to everyone who works for the Trust who is likely to be perceived by the children as a safe and trustworthy adult including e.g. volunteers and staff employed by contractors. Safer recruitment practice includes scrutinising applicants, verifying identity and academic or vocational qualifications, obtaining professional and character references, checking previous employment history and ensuring that a candidate has the health and physical capacity for the job. It also includes undertaking interviews and an Enhanced DBS check.

Please visit https://astreaacademytrust.org/about-us/statutory-documents/ for the full policy.
Explanatory Notes

Applications will only be accepted from candidates completing the Trust’s Application Form. Please complete ALL sections of the Application Form which are relevant to you as clearly and fully as possible. CVs will not be accepted in place of a completed Application Form.

Safeguarding Children and Young People

We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced check.

- Candidates should be aware that all posts in Astrea Academy Trust involve some degree of responsibility for safeguarding children and young people, although the extent of that responsibility will vary depending on the nature of the post. Please see the job description enclosed in this Application Pack for further details.
- Accordingly, this post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as “spent” must be declared.
- If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offence, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and if so the outcome of any investigation or disciplinary proceedings. If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.
- Where neither your current or previous employment has involved working with children, your current employer will be asked about your suitability to work with children, although it may be answered not applicable where it is appropriate; if your duties have not brought you into contact with children or young people for instance.

Interview Process

After the closing date, short listing will be conducted by a Panel. You will be selected for interview entirely on the contents of your application form, so please read the Job Description and Person Specification carefully before you complete your form.

All candidates invited to interview must bring the following documents:

- Documentary evidence of right to work in the UK
- Documentary evidence of identity that will satisfy DBS requirements
- Documentary proof of current name and address
• Where appropriate any documentation evidencing change of name
• Documents confirming any educational or professional qualifications that are necessary or relevant for the post

Please note that originals of the above are necessary, photocopies or certified copies are not sufficient.

We will seek references on shortlisted candidates for Trust based positions and may approach previous employers for information to verify experience or qualifications before interview. Any relevant issues arising from references will be taken up at interview.

In addition to candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

• Motivation to work with children and young people
• Ability to form and maintain appropriate relationships and personal boundaries with children and young people
• Emotional resilience in working with challenging behaviours
• Attitudes to use of authority and maintaining discipline

**Conditional Offer: Pre-Employment Checks**

Any offer to a successful candidate will be conditional upon:

• Verification of right to work in the UK
• Receipt of at least two satisfactory references (if these have not already been received)
• Verification of identity checks and qualifications
• Satisfactory Enhanced DBS Check
• Verification of professional status such as QTS Status, NPQH (where required)
• Satisfactory completion of a Health Assessment
• Satisfactory completion of the probationary period (where relevant)
• Where the successful candidate has worked, or been resident overseas in the previous five years, such checks and confirmations as may be required in accordance with statutory guidance
How can I Apply?
This is an exciting and very rewarding role and we look forward to receiving your application.

Please complete and send the Application Form and Equal Opportunities Monitoring Form which are available together with this document to the below contact;

Name: Jade Crosland
Position: Assistant Business Manager
Contact: jcrosland2@netherwoodschool.co.uk

The Application Process
The candidates selected for interview will be informed after shortlisting and full details of the interview programme will be provided. If you do not hear from us within 14 days of the closing date of this position, unfortunately you have been unsuccessful on this occasion.