



Hull Trinity House Academy



RECRUITMENT INFORMATION PACK

Temporary Science Technician (Maternity Cover)

Charlotte Street Mews
Hull
HU1 3BP

RECRUITMENT INFORMATION PACK

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November 2017

Dear Applicant,

Welcome to Hull Trinity House Academy and thank you for showing interest in our academy.

We are an academy that offers a modern education whilst at the same time maintaining, emphasising and celebrating our school's 200 year nautical heritage.

Our school is an 11-16 Academy for boys. We are a part of the Delta Academies Trust and currently have 530 students. The academy is situated in the very heart of Hull City Centre. We are oversubscribed but our admissions criteria ensure that we remain true to our origins by allowing access to students regardless of their ability or background. We are a truly inclusive academy and continue to appropriately adapt to our changing cultural, social and diverse intake.

The academy is unique, steeped in history and tradition and has an outstanding reputation both locally and beyond the City of Hull. Trinity House is an integral part of Kingston upon Hull's history. We have a very supportive parent body and the academy's Governors are committed to ensuring that the academy standards and expectations are maintained.

Our vision is ambitious and inspirational and is about every person being the very best they can be. I see this ambitious and aspirational culture permeating every part of school life, and driving education in every sense of the word. This is only achieved through the hard work and commitment of every member of staff. I want every teacher to be passionate about their own subject, so that every curriculum area of the school is unique, vibrant, owned by its staff and a place where you and the children want to be.

As a member of the Delta Academies Trust, our academy benefits from partnership with other academies that form Delta.

Working at Hull Trinity House Academy is both demanding and rewarding. The academy requires staff that are flexible and appreciative of the issues that are specific to a small academy.

The academy is fortunate to be fully staffed and when vacancies do arise, it is always assured of a good level of interest and applications from high calibre people. The current staffing of the academy shows a good balance of gender and age.

In September 2013, we moved onto a fully refurbished new site. This relocation is part of a five year phased plan of expansion of the Academy to 600 students.

Graham Moffat
Principal of Hull Trinity House Academy

Introduction

Delta Academies Trust is a not for profit charitable organisation that is committed to changing outcomes for children in the academies it sponsors and the wider education system. We are a teaching school, training teachers, school leaders and other professionals who work with children.

Delta Academies Trust firmly believes that an outstanding education should be the right of every child and should not be determined by a post code lottery. The Trust will strive to ensure that all pupils and students in our academies attend an outstanding school.

We are determined that local children can attend a local school and we will place those children who need extra help first in our admissions policy.

In our family of academies we currently have a range of educational provision that includes: Secondary, Primary, Infant, Junior, Alternative Provision and Pupil Referral Units.

Delta places at the heart of its school improvement a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for the children and young people we serve. You can find out more details about Delta and our academies at www.deltatrust.org.uk

Vision

'Changing lives'

Mission Statement

To improve educational outcomes for communities in the North of England, creating a sustainable organisation that improves our society and the wider environment.

Strategies

1. To ensure high quality sustained performance and educational outcomes for all Delta academies.
2. To operate a financially sustainable organisation, characterised by high value for money
3. To collaborate with others to establish a Northern Alliance of powerful MATs and other stake holders that will transform educational outcomes in the North of England.
4. To develop high quality education leadership to enhance the capacity to drive improvement
5. Train and develop high quality teachers and staff
6. To create a generation of young people who are socially and environmentally responsible
7. To ensure that young people are confident, employable and have the knowledge and skills to challenge received wisdom

Core Values

We will:

- Place children and students at the heart of everything we do
- Place collaboration before competition, working with others for the betterment of all
- Develop and support professionals in our own and other academies and schools to establish practice that improves lives
- Ensure that all children make good progress irrespective of their starting point and those young people facing disadvantage are lifted from educational poverty
- Never do anything to the detriment of learners, staff, or other stakeholders, in a neighbouring community
- Adhere to the 'Seven Principles of Public Life'
- Promote environmental awareness and protection locally, nationally and globally

Why work for Delta Academies Trust?

- Delta Academies Trust is committed to transforming education across the North of England and as such we are recruiting a range of the very best educationalists to join us in our mission. We are looking for talented and driven professionals who share our drive, passion and enthusiasm to enhance the life chances of young people. We recognise you may not have all the skills or confidence at the start of your journey as part of our team and we are committed to ensuring you get the very best high quality leadership training, much of which is directly delivered by the CEO who has a national profile and reputation for rapid school improvement.
- You will work alongside professionals in a fast-paced and dynamic environment.
- You will develop your skills alongside like-minded colleagues.
- Delta academies work and collaborate as a family of schools. This provides colleagues a conduit to share best practice and affords our professionals the opportunity to develop their own skills, that of others and seek further promotion as they take on responsibilities across academies or at a whole Trust level.
- Career Development - Delta Academies Trust offers personal development through a range of flexible opportunities. All new staff members receive a comprehensive induction. The Trust offers a central CPD programme involving a range of training, which can include the full range of NPQs delivered in association with Ambition School Leadership. The Trust also provide a range of bespoke CPD and is committed to developing all staff.
- Pension - Every employee of Delta Academies Trust has access to a pension scheme.
- There is a range of benefits available to staff which include childcare vouchers, cycle to work scheme and a tech salary sacrifice scheme.

The Application Process

Further details about the work of Delta Academies Trust including academies it currently sponsors can be found at www.deltatrust.org.uk

Completed applications should be returned to jobseast@deltatrust.org.uk or by post to Delta Academies Trust, Recruitment Team, Education House, Spawd Bone Lane, Knottingley, WF11 0EP

All applications that have been submitted electronically will receive an email from the recruitment team confirming receipt.

A letter will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within 2 weeks of the closing date please assume your application has been unsuccessful.

Queries

If you have any queries on any aspect of the application process or need additional information please contact the Recruitment Team on 0345 196 0095.

We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on our recruitment website at: <http://recruitment.deltatrust.org.uk>



Temporary Science Technician
Temporary / 37 hours per week / Term time only (+ 5 days)
Grade D pts 17-19 £17,772 to £18,746
Required from February 2018

We are seeking to appoint a Temporary Science Technician to cover maternity leave.

You will be supporting the teaching staff in the department, assisting with organisation of resources, equipment and the smooth running of the department. This is a largely practical role for someone who would enjoy working within a busy team. Ideally candidates should be able to work with initiative and have good practical skills and knowledge of COSHH and CLEAPS guidelines.

Delta Academies Trust is committed to pursuing the very best for every student to ensure that “no individual is left behind”.

Visits are warmly welcome through appointment. Please call the academy on (01482) 326421 if you would like to arrange a visit.

Closing Date: 4th December 2017 at 12 noon

An application pack can be downloaded from
<http://recruitment.deltatrust.org.uk/>
or by contacting our recruitment team on
0345 196 0095 or by email to jobseast@deltatrust.org.uk

The Trust is committed to safeguarding the welfare of its students and the successful applicant will be subject to an enhanced DBS Disclosure.

JOB DESCRIPTION

Post:	Technician - Science
Salary:	Grade D (pt.17-19)
Hours:	37 hours per week, TTO + 5 days
Responsible to:	Head of Department

Purpose of the job:

To support teaching and learning in the Department on a day to day basis as directed by the Head of Department.

Responsibilities and accountabilities:

- To organise apparatus and resources prior to lessons, including the construction, preparation and checking of any specialist equipment.
- To assist with the duties of absent colleagues and ensure work left by absent teachers is delivered to the classroom as well as any other resources prior to the start of the lesson.
- To oversee the storage and replacement of resources required for the delivery of science.
- To assist teaching staff as required in the demonstration of practical work.
- To ensure the safety of equipment, laboratories and preparation areas, including:
 - Annual testing of science apparatus
 - Daily visual checks of gas, electricity and water supplies and turning them off at the end of each day
 - Safe storage of hazardous apparatus
 - Monitoring and maintenance of hazardous sources
- To maintain accurate inventories of departmental resources.
- To assess future stock requirements and place orders as required for departmental resources and stationery.
- To carry out routine maintenance and minor repairs within the department and to liaise with the Site Supervisor regarding more serious maintenance issues.
- To clean and remove apparatus at the end of each lesson.
- To review and reorganise the storage of apparatus on a regular basis.
- To take an active role in ensuring all Health and Safety procedures are met.
- To liaise with other departments and outside agencies in line with the Academy Development Plan.
- To participate in appropriate meetings relevant to the above duties.
- To carry out Portable Appliance Testing (PAT) of all electrical equipment in designated areas.
- To carry out Fire Marshall duties in the case of Fire and/or Emergency Evacuation.
- To comply with the Academy's Child Safeguarding Procedures, including regular liaison with the Academy's Designated Child Safeguarding Person over any safeguarding issues or concerns.
- To comply with the Academy policies and procedures at all times.

To undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.

This job description may be subject to change, following consultation between the post holder and the Academy.

Personal Contacts:

External: Contractors, suppliers, parents, external agency professionals.

Internal: Students, staff, EAB members, parents and any other visitors to the Academy.

PERSON SPECIFICATION

Technician – Science

KNOWLEDGE/QUALIFICATIONS	Ess	Des	MOA
GCSE Maths and English grades C or above (or equivalent)	*		A/C
Willingness and ability to obtain and/or enhance qualifications and training for development in the post	*		A/I
EXPERIENCE			
Previous experience of working with young people preferably in a school setting		*	A/I
Previous experience within the specific curriculum area, in particular experience in electronics and/or physics would be an advantage		*	A/I
SKILLS			
Excellent communication and listening skills	*		A/I/R
Ability to respect and maintain confidentiality	*		A/I/R
Working knowledge of standard computer packages (word processing, email and spreadsheets)	*		A/I/R
Ability to prioritise and manage own workload to meet appropriate deadlines	*		A/I/R
Efficient and effective organisational skills	*		A/I/R
Ability to relate to students in a pleasant and sympathetic manner and to recognise potential child safeguarding issues	*		A/I/R
Understanding of Academy child safeguarding procedures		*	A/I/R
Ability to work constructively as part of a team	*		A/I/R
BEHAVIOUR AND OTHER RELATED CHARACTERISTICS			
Commitment to self and team development	*		A/I
Work in ways that promote equality of opportunity, participation, diversity and responsibility	*		A/I
A commitment to abide by and promote the Academy's Equal Opportunities, Health and Safety and Child Protection Policies	*		A/I
A professional responsibility to promote and safeguard the welfare of children and young people	*		A/I
The post holder will require an enhanced DBS	*		C

Key: MOA= Method of Assessment, Ess= Essential, Des= Desirable, A= Application, I= Interview, and assessment, R = Reference, C= Certificate.