

Recruitment Pack – Science and Food Technology Technician

Closing date: Wednesday 9th June 2021. Interviews will take place week commencing 14th June 2021

Welcome to The Rise School - A Vibrant Learning Community.

Welcome to our school community. Our pupils are some of the most vulnerable children in society and we are passionate in our desire to see them blossom, experience success and develop confidence and strategies to overcome some of the challenges associated with their autism. We have two pillars that run throughout all our work: the academic and social progress of our pupils. These are of equal importance.

Vibrant

Our school is a vibrant place to work. We've got great facilities: a wellbeing garden, sensory room, soft-play room and a gym – which staff use too. Break and lunch times are opportunities to play and interact with our pupils, role-modelling our values.

Learning also takes place outside the classroom via frequent trips, camping, externally-led workshops, community trips and after school clubs.

Learning

Learning is at the heart of everything that we do at The Rise – we make the effort to make sure 'learning is irresistible' for our pupils and is equally underpinned by the principle of being evidence-informed.

Learning is central for staff too - you are encouraged to take proactive ownership of your CPD. There are many ways to develop yourself which of course include conference attendance but goes beyond also: borrow a book from the staff library in the staffroom, read the L&T bulletin and platform, access an online learning course, talk and observe colleagues. Recommendations of books to add to our library, or courses you think look interesting, are always welcomed.

Community

Team work is central to all our achievements at The Rise. You will find yourself part of a staff body who is empowered to be proactive and take their own initiative; are flexible and are willing to go above and beyond to support one another.

The sense of community is developed through our Wellbeing initiatives such as 'Secret Buddy' and Friday's 3-4pm slot where you can cultivate your wellbeing through learning something new or relating to your colleagues: we've had knitting, fitness, running, dance, relaxation, art sessions. Our community is strengthened by giving and receiving feedback to one another – it's how we all grow and develop. We support our families through half-termly 'Parent Meets' and socials.

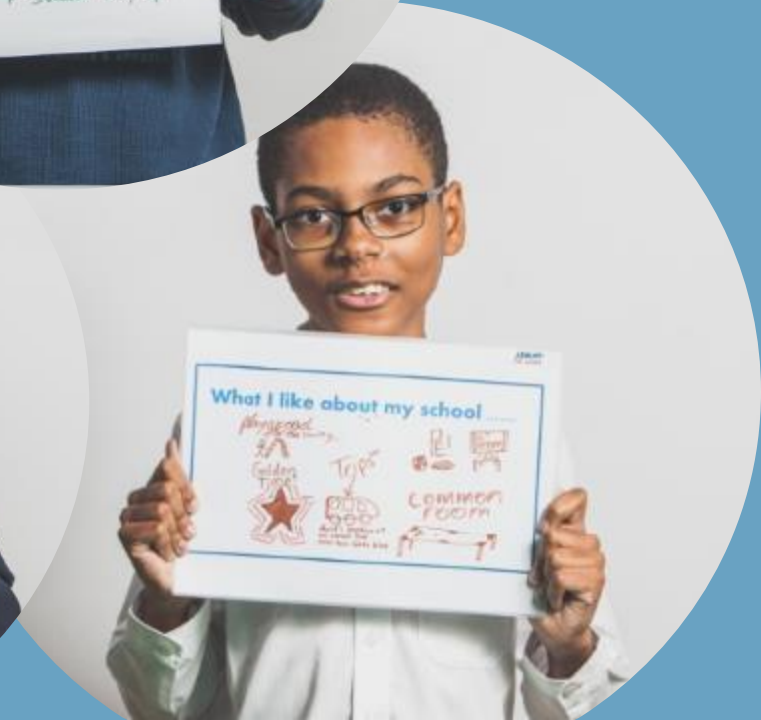
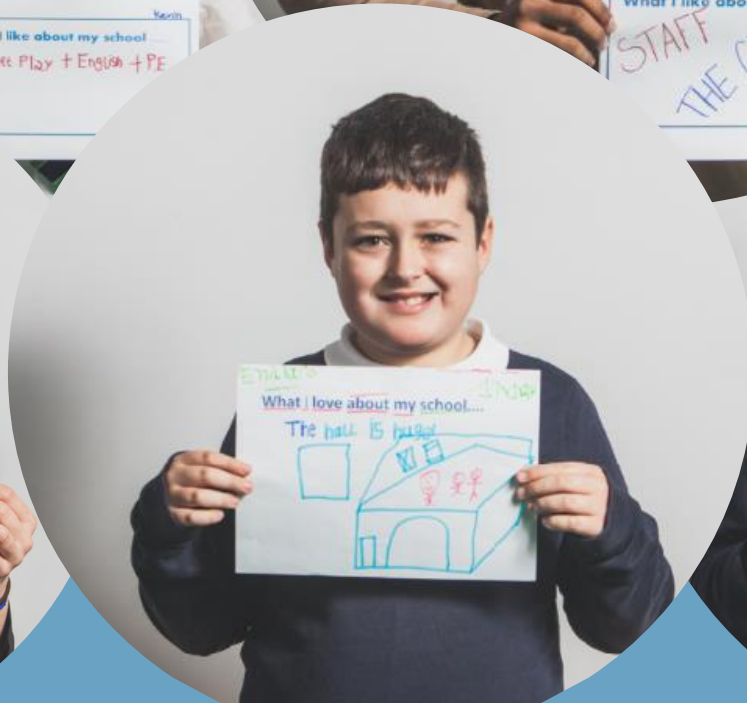
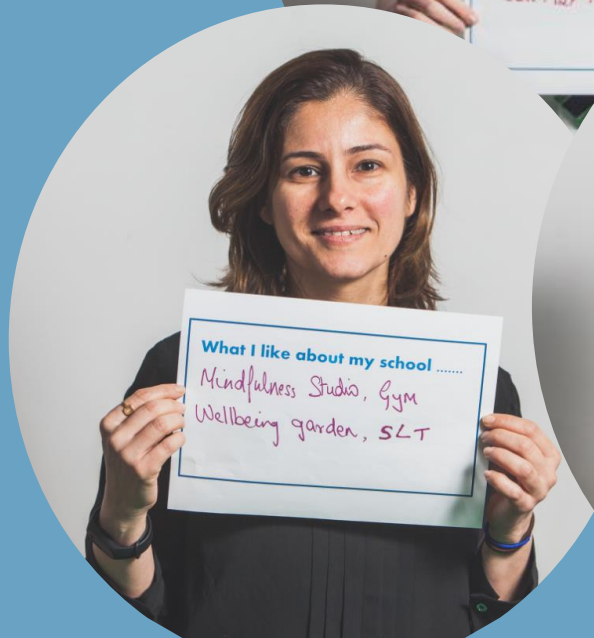
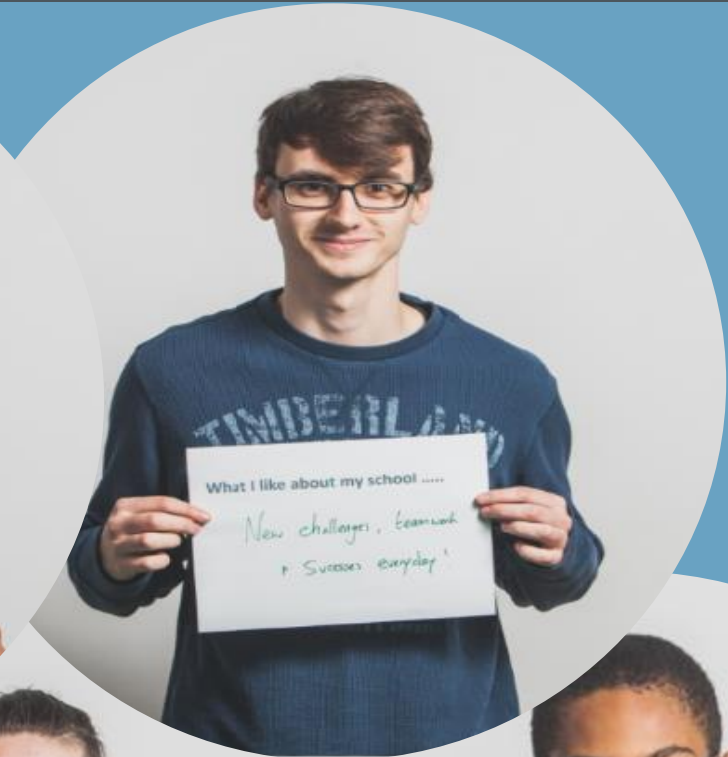
Values

Our school values are Be Kind, Be Resilient, Be Proud. They were generated collaboratively and underpin our community. We explicitly teach, embed and celebrate these values, for example our kindness trees are growing outside each classroom.

The Rise is a very special place for children and young people to learn, thrive and be happy, hand in hand with our families. It's an equally special place to work.

We hope to welcome you to our team!

Our School: What pupils and staff have to say:



Our School: What staff have to say (Annual Survey – May 2019)

95%

feel able to
manage their
WELLBEING

98%

would
RECOMMEND
The Rise as a
work place

97%

feel they
receive
regular
FEEDBACK

98%

feel **PROUD**
to work at The
Rise

97%

feel
MOTIVATED

97%

think The Rise
is well **LED**
and
MANAGED.

Our School: The Facilities



Our School: Finding Out More

We LOVE visitors and would absolutely encourage any potential applicants to come and see the school in action during the day. This is particularly relevant for mainstream teachers who might not be sure about making the switch to a SEND school (you definitely should!) However, sadly that is not possible during the COVID-19 pandemic, so please do use these links to try and get a better flavour of what we do here.

<http://www.theriseschool.com/>

<https://twitter.com/RiseSchoolUK>

[Teaching Science at The Rise Video \(2020\)](#)

[The Rise School Video – Who we are \(2020\)](#)

[The Rise School Video – Oli's Tour: Values, Wellbeing \(2018\)](#)

[Ofsted Report \(June 2017\)](#)



Job Description: Science and Food Technology Technician

Job Band: UQT/Technical Specialist - UQT Payscale Point 1 – 3

Job Term: Permanent, Term Time Only

Purpose:

- To provide technical support to the science subject areas in order to support the teaching of science, enabling the smooth running of practical classes and maintaining a safe working environment. This is a key part of the pupils' academic curriculum ensuring the pupils have access to a full range of practical work to support pupils from Year 5 to Year 11 including higher GCSE qualifications.

Key Tasks & Responsibilities

- The post holder will be responsible to the Head of Science and will be required to work closely with all members of The Science Department. Staff are expected to have a clear understanding of the vision, aims and ethos of The Rise School.

Main Duties and Responsibilities (Science)

- Provide a daily support service to the Science laboratory and associated area, liaising with teaching staff to discuss timetables, equipment requirements and lesson plans. Including running trials of experiments, demonstrating techniques for experiments and assisting in practical lessons where required.
- Ensure equipment and materials prepared for lessons are to the specification of the teacher requisitions, including making up special equipment or modifying from existing equipment as necessary.
- In conjunction with the appropriate teachers to advise students on the safe and proper use of tools and equipment and on the correct and safe way to carry out learning activities. To also advise staff, as necessary, on Health and Safety issues and on the best way to carry out practical work, new ways of demonstrating experiments, new techniques or procedures available.

- Undertake basic maintenance and cleaning of all resources, equipment and tools, to organise its construction, cleaning, servicing and repair as required in accordance with manufacturer's instructions.
- Ensure understanding of science syllabus and schemes of work in order to prepare for practical lessons adequately.
- Assist in ensuring that all equipment and materials are stored safely and securely, ensuring that they are maintained in good condition, with clear records, and readily available for issue.
- Manage stock control, ensuring that appropriate levels of stock are maintained. Carrying out regular stocktaking checks and ordering as necessary in line with the schools procurement policy.
- Undertake safety checks as required and comply with the requirements of Health and Safety, COSHH and other relevant legislation and school documentation. To include carrying out appropriate risk assessments for practical and technical activities.
- Keep up to date with health and safety regulations and with developments in practical science, attending relevant courses and reading publications; ensuring implementation of health and safety regulations across the subject area.
- Dispose of used chemicals/hazardous waste in a safe manner as well as ensuring that hygiene and health and safety standards are maintained in the laboratory and preparation areas in line with approval and advice from CLEAPPs.
- Ensure the Science Laboratories are kept neat, clean, tidy and in a safe condition in readiness for lessons, as well as cleaning and making safe spills, breakages and related incidents that require careful handling.
- To assist in maintaining all living organisms in a safe, healthy condition for observation and experimental purposes. Where applicable, to assist in the collection of live material and required breeding programmes.
- Work with individual students and support them on research projects, keeping records, e.g. for students practical sessions, tracking methods and results where required.
- To invigilate examinations as directed by the Examinations officer as required.

Job Description: Science and Food Technology Technician

Additional Support for the Food Technology Department

The role will also include the provision of assistance to the Food Technology department for up to two hours per day.

- Provide support to the Food Tech department, liaising with teaching staff to discuss timetables, equipment requirements and lesson plans. Including preparing ingredients and equipment for lessons, and assisting in practical lessons where required.
- Assist in ensuring that all equipment and materials are stored safely and securely, ensuring that they are maintained in good condition, with clear records, and readily available for issue.
- Manage stock control, ensuring that appropriate levels of stock are maintained. Carrying out regular stocktaking checks and ordering as necessary in line with the schools procurement policy.
- Willingness to undertake a level 2/3 Food Hygiene and Safety Qualification.
- Keep up to date with health and safety regulations in line with the Food Standards Agency, assisting with health, hygiene and safety checks.
- Ensure the Food Technology room is kept neat, clean, tidy and in a safe condition in readiness for lessons, as well as cleaning and making safe spills, breakages and related incidents that require careful handling.
- Laundering of tea towels and dish cloths and ensuring clean aprons are available daily.

General

- Attend meetings and training courses as required to update knowledge and skills in line with modern professional practice.
- Be aware of and comply with the school's policies and procedures including but not limited to child protection, health, safety and security, confidentiality and data protection; and report all concerns to an appropriate person. To be familiar with and follow the school's policies and procedures.
- Demonstrate a continual commitment to Safeguarding and promoting the welfare of children and young people.

- Demonstrate a continual commitment to the promotion of diversity initiatives and the sharing of best practice in line with Ambitious about Autisms / Schools Trust Equality, Diversity and Inclusion policy and procedures.
- The jobholder is required to contribute to and support the overall aims and ethos of the school.

Health & Safety

Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection; and report all concerns to an appropriate person.

Training & Professional Development

- The jobholder is required to contribute to and support the overall aims and ethos of the school.
- All staff are required to participate in training and other learning activities, and in performance management and development, as required by the school's policies and practice.
- The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

This job description is not exhaustive and reflects the type and range of tasks responsibilities and outcomes associated with the role. The post holder will be expected to also complete any tasks, as requested by the Head

Person Specification: Science and Food Technology Technician

The personal specification shows the abilities and skills you will need to carry out the duties in the job description.

Education Levels & Qualifications

- Educated to A Level or equivalent (A Level in either physics, chemistry or biology) **(Essential)**
- Willingness to undertake a level 2/3 Food Hygiene and Safety Qualification **(Essential)**
- COSHH training as appropriate **(Essential)**
- Basic knowledge of Health and Safety regulations **(Essential)**

Specific Knowledge, Experience & Technical Skills

- Experience or solid understanding of working as a Science technician in a school or educational establishment, undertaking a range of practical tasks **(Essential)**
- Knowledge of safe working practices including the use of CLEAPPS and COSHH in order to maintain compliance with health and safety regulations **(Essential)**
- Experience and sound knowledge of science practical work used across KS2, KS3 and KS4 curriculum **(Essential)**
- Ability to communicate effectively, orally and in writing **(Essential)**
- Ability to work as part of a team, working effectively with people across a wide range of levels and responsibilities **(Essential)**
- Excellent scientific and technical knowledge with strong IT skills **(Essential)**
- Excellent organisational and planning skills, including prioritizing tasks, managing your own workload and forward planning **(Essential)**

Personal Attributes


- Reliable and punctual **(Essential)**
- Polite, friendly and flexible approach to work **(Essential)**
- Ability to manage high workloads and competing priorities **(Essential)**
- Ability to build and sustain professional standards and relationships **(Essential)**
- Physically and emotionally resilient in order to work with children and young people with autism with challenging behaviour **(Essential)**
- Appreciation of health and safety in the workplace, data protection principles and equal opportunities **(Essential)**
- Commitment to promoting and safeguarding the welfare of children and young people and to understand and champion the needs of children and young people with autism and their families **(Essential)**
- Actively participate in the organisations performance management processes including the induction, appraisal and competency review process **(Essential)**

Safer Recruitment

The Rise School is committed to safeguarding and promoting the welfare of children and young people.

In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

- **Disclosure** This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (CRB). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred
- **Short listing** Short listing will occur after 9th June 2021 with interviews taking place week commencing 14th June 2021. Interview Candidates will be subject to an in-depth interview and assessment. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.
- **Reference checking** References from the previous and current employers will be taken up for shortlisted candidates, possibly before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided
- **Probation** All new staff will be subject to a probation period (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides The Rise School with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.
- **Equal Opportunities** The Rise School is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all.



The Rise school is a vibrant, special school dedicated to educating pupils with autism ages 4 to 18.

Contact us

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