



BUTTERSHAW BUSINESS &  
ENTERPRISE COLLEGE

**bdat**  
Bradford Diocesan  
Academies Trust

Application Pack

## SCIENCE TECHNICIAN



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BDAT website: [www.bdat-academies.org](http://www.bdat-academies.org)

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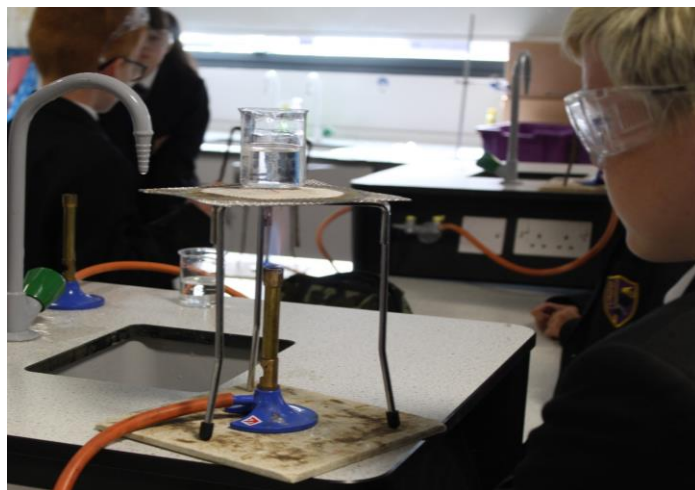
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# WELCOME

The governors, staff and students of Buttershaw Business and Enterprise College (BBEC) warmly welcome you to our guide for prospective applicants for the role of Science Technician.

**Our vision** is that we will all work to ensure that our students will be the **best** they can be and can achieve great things. They will be **ambitious, resilient** and **determined** in their learning and **respectful, courteous** and **kind** in their relationships. We will thus prepare our students to lead **happy** and **successful** lives.

We live this vision every day. It is a real privilege to introduce our vibrant school to you.

We believe students' education is not a dress rehearsal; they only get one chance and it is important that our school provides a safe, happy environment where our young people feel valued and can learn and fulfil their potential. The school has undergone change over recent years; these changes have resulted in greater success for our students. We are on a trajectory of rapid improvement. At BBEC we understand the importance of great teaching and our students being successful academically, but as well as this we offer fantastic opportunities for children to develop skills and interests beyond the classroom. We believe this helps students have a fully rounded, exciting learning experience so that they can thrive and be prepared for adult life.

We are a fully inclusive school and we welcome all children and families. We have a fantastic mix of students with different skills and talents. The breadth of our curriculum is designed to include a range of academic and innovative courses for all abilities, from the university bound to those with additional learning needs. We are truly proud of our inclusive approach and our commitment to see every child reach his or her potential. We expect all staff to work hard to ensure that we fulfil this aim.

## The intent of the curriculum at BBEC is to:

- develop the whole child to ensure that they embody BBEC's values, both in and out of school, by being ambitious and resilient in their work and courteous and kind in their interactions with other people.
- provide an all-round education that delivers excellent outcomes in terms of academic success, improved cultural capital and increased ambition in order to counter social disadvantage.
- create a school where everyone belongs and equality of opportunity is actively and effectively promoted.
- develop an understanding, appreciation and respect for diversity while recognising and celebrating difference as well as all we have in common.
- ensure students are compassionate, courteous and kind by guiding their moral, intellectual and creative development.
- secure high levels of literacy, oracy and numeracy to enable students fully to participate in their acquisition of knowledge at BBEC and (the world) beyond.
- nurture academic habits and skills, emotional intelligence and creativity across a wide range of subjects including the arts, music, performing arts, IT, technology and sport.
- foster confidence, delight, resilience and discipline in seeking knowledge; a buzz for learning!
- develop knowledge of, and pride in, Buttershaw and Bradford as well as developing ambition and awareness of the possibilities outside the local environment.

At BBEC, we recognise that our staff are our biggest asset. We believe that our children deserve only the best quality staff, so we recruit carefully and invest in training to ensure continued improvement and an excellent quality of education.

Although we are a large school, we work very hard to ensure we retain our community, family ethos. We strongly believe education is a partnership between school, students and parents and work hard to develop this partnership.

We would be delighted to invite you to visit us in school so we can share our vision with you.

Andrew Taylor  
Headteacher

# ABOUT BBEC

Buttershaw Business & Enterprise College is an **improving school**. We are an ambitious, community-focused academy of just over 1400 students serving an area of social deprivation on the southern edge of Bradford and seven miles from Leeds. BBEC is popular locally and is rapidly becoming the school of choice for the community of Buttershaw; for the last four years we have been over-subscribed in Year 7.

**We all belong  
at BBEC**



BBEC is an **inclusive school**, our school motto is 'We all belong at BBEC'. We celebrate our differences and our similarities and do not tolerate discrimination of any type. We have a bold approach to inclusion and work so that all students and staff can bring their authentic selves to school.

ability culture gender identity  
mental health race hobbies personality  
gender expression physical health nationality  
sexual orientation fertility appearance ethnicity age  
occupation political affiliation language  
marital status religion location education class

BBEC has a cohesive, highly skilled and ambitious staff team who work hard to ensure that every student is successful. Many of our students face multiple challenges and it is through clarity of vision, professionalism and determined support for students and for each other that we are bringing about improvement. We have the highest expectations for all our students and expect that our staff teach to the very highest level. We have a rigorous approach to quality assurance and a significant commitment to Continuing Professional Development. Teachers have many opportunities to improve their teaching pedagogy and pedagogical subject knowledge and we expect them to make the most of these opportunities to ensure that the highest of standards are maintained.

BBEC is situated in a modern building. It has well-equipped departments that are arranged in suites of rooms. All teachers have a laptop, all classrooms are equipped with projectors and interactive whiteboards and all classrooms have access to student laptops.

All at BBEC are dedicated to raising the aspirations of our students and improving cultural capital through ambitious schemes of learning in all year groups and a varied offer of extra-curricular activities and opportunities. We run trips and visits to places in the UK and across the world, our students take place in a myriad of competitions and our CEIAG programme is exemplary.

This exciting role offers great opportunities for the successful candidate and a chance to make a difference to some wonderful young people.

# SCIENCE AT BBEC

The science department at BBEC has a shared vision and values of excellence for all in science. It is a collaborative and forward looking department seeking to appoint an enthusiastic and reflective practitioner to join the team.

The staff have a well-developed team ethic and a shared passion for the subject. They are committed to developing practice to improve the learning experience of students. The department team consists of 12 teaching staff including:

- Head of Department
- Senior Deputy Headteacher
- One Assistant Headteachers
- Four Progress Leaders
- Two technicians

The science department consists of 11 specialist labs (one being a physics lab) with access to the outside science garden and a large breakout area.

## VISION AND ETHOS

The science faculty at BBEC is a progressive department with a focus on active student learning in which staff have high expectations of themselves, each other and our students. We teach science that stimulates our children's curiosity and provides them with a deeper understanding of how science will affect their future. Through science, students understand how ideas about the world are constantly developed and revised and how major scientific ideas contribute to technological change – impacting on industry, business and medicine and improving quality of life.

We have developed these main principles for our students:

- Students will be enthused by practical engaging learning
- Students use and understand scientific vocabulary
- Students ask questions and show resilience in learning
- Students can apply skills taught in other subjects effectively.

By continuing to maintain contact with parents and carers, we strive to achieve the best outcomes for all our students regardless of their religion, background and beliefs. We work hard to ensure that the experiences within science are challenging and enjoyable and will ultimately lead to successful learning.

# CURRICULUM INTENT - SCIENCE

We intend to deliver excellent outcomes in terms of academic success, improved cultural capital and increased aspiration in order to counter social disadvantage through the study of science in line with the school's social mission.

The science curriculum at BBEC also intends to:

- embed scientific knowledge and understanding, both academic and practical, in all our students
- develop a love of science and a passion for scientific knowledge
- develop a curiosity about the scientific world and an appreciation of the relevance of science in the lives of all people and the ever-evolving technological world
- to apply their mathematical calculations which is necessary for any scientist to be able to quantify as well as explore important concepts, particularly in chemistry.
- develop observational, modelling, enquiry, interpretative, analysis and problem solving skills, in the laboratory and other learning environments
- encourage students to critically consider emerging moral and ethical issues using facts, evidence, and knowledge to form opinions whilst developing respect for others' views
- nurture in our students the skills, independence and **resilience** to be successful scientists in school and to provide them with increased aspiration, **ambition** and real competencies to succeed in the modern world
- improve students' social and cultural awareness, their love for reading and acquisition of scientific vocabulary including exploring current affairs through academic scientific texts and science in the news
- ensure that students understand the biological functions of the body in order to make informed choices about relationships and family planning
- Promote and build awareness and cultural capital around the use of materials and protecting the environment for future generations by being courteous and kind
- celebrate the contribution of scientists from a diverse range of backgrounds and cultures so that all students can see themselves as having a place in the world of science



**Bradford Diocesan  
Academies Trust**

## ABOUT BDAT

Buttershaw Business and Enterprise College is an academy within Bradford Diocesan Academies Trust. If you are successful in being appointed, the Trust will be your employer.

## GENERAL INFORMATION AND BACKGROUND

Bradford Diocesan Academies Trust (BDAT) is a Multi-Academy Trust (MAT) supporting a number of primary and secondary academies in Bradford. BDAT is the only Church of England MAT operating in Bradford, as part of the Diocese of Leeds. BDAT is a charity governed by a board of trustees who are responsible for, and oversee, the management of the company. The Memorandum and Articles are available on the Trust's website at [www.bdat-academies.org](http://www.bdat-academies.org).

## OUR MISSION STATEMENT

"The Trust's mission is to provide an education of the highest quality within the context of Christian belief and practice." We believe every child only has one chance at a good education.

In practice, as a Trust, we seek to work with and alongside the academies in our Trust to provide a good quality of education to all children in our academies. The Trust does this through operating a light touch support role for academies at times of challenge and by establishing collaborative structures and processes to enable them to work together and share good practices. As our family of academies continues to grow, we are constantly looking at how we can continue to improve to establish effective and efficient ways of partnership working. We believe this means we are big enough to achieve business economies of scale whilst being small enough to retain our family of schools approach where we are truly able to know, understand and support each other.

## OUR CHRISTIAN ETHOS

BDAT is a proudly Christian organisation committed to providing high-quality education for all within an ethos which encourages academic, vocational, mental, physical, and spiritual opportunities and development for each member of its academies. Whilst robust Christian principles underpin the work of the academy, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. It is for this reason that we choose to support and sponsor Non-Church of England academies, as well as those within the faith.





**Bradford Diocesan Academies Trust**

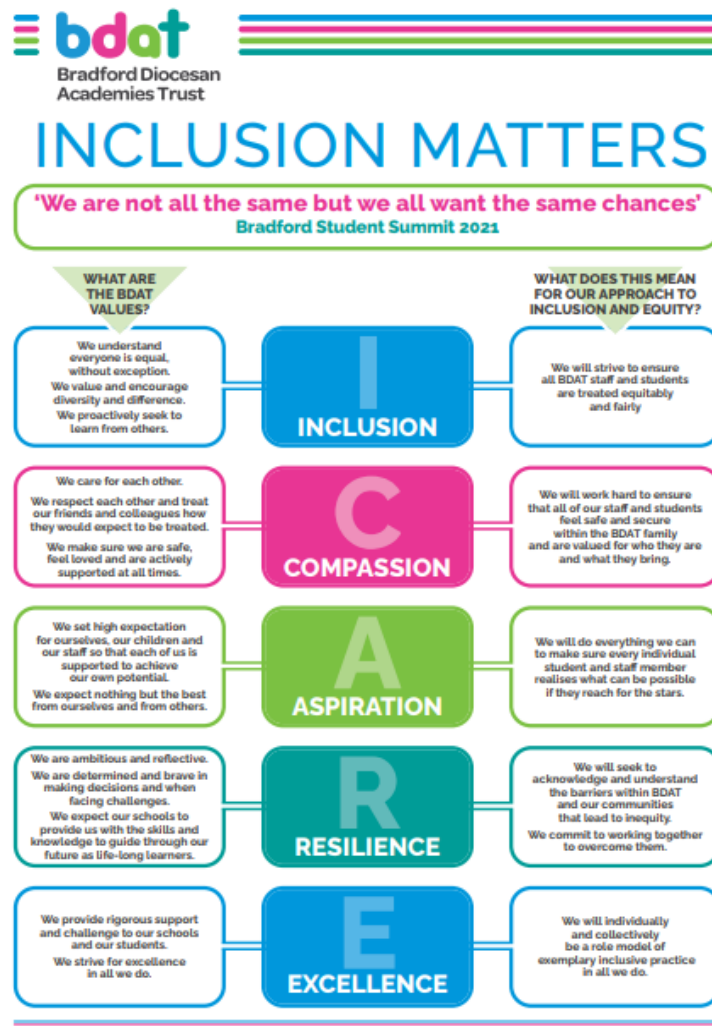
### BDAT PEOPLE: Our Faculty of Professional and Career Development

The BDAT Faculty of Professional and Career Development brings together into a single entity all that we currently do to recruit, develop and retain our staff. The Faculty provides the strategic direction to ensure that our professional and career development supports school improvement and drives our vision of BDAT as an employer of choice.

By bringing all our work in this area under 'one umbrella' it ensures our staff know about BDAT's development offers and how they can be accessed. <https://bdat-people.org/>

### ICARE

At BDAT we have considered the importance, effectiveness and sustainability of how we tackle issues like racism and other types of discrimination across all areas of our MAT and within each of our schools. We have led a Trust wide consultation to ensure we understand what we mean by inclusion and to look at what we can do differently centred around the Trust values: "ICARE".





**Bradford Diocesan  
Academies Trust**

## THE BDAT EMPLOYEE PLEDGE

Bradford Diocesan Academies Trust recognises that if our schools are to succeed, our teachers and school staff are our most valuable asset. As such we work hard to be an employer and the schools of choice in Bradford.

### WE DO THIS BY:

- Relentlessly only recruiting the highest calibre of staff who share our aspiration and ambitions for our pupils to succeed;
- Developing our teams by talent spotting and rewarding our next generation of leaders
- Making sure BDAT is a good place to work so that retain and grow the expertise and skills of our people. Keep reading to find out more about our employee pledge which sets out what you can expect from us if you choose to join BDAT and what we will expect of you.

### WE WILL OFFER YOU:

- Work in a values driven, student centred organisation where every child is supported to reach their academic potential and accomplish their individual goals. <http://www.bdat-academies.org/about-us/bdat-mission-statement/>
- The prospect of working for an increasingly successful and growing Trust which is committed to providing high quality education for all of its students and to be the schools of choice. [www.bdat-academies.org](http://www.bdat-academies.org)
- A separate annual career development discussion with a senior leader resulting in a bespoke career development plan in addition to Performance Management.
- Assistance with career progression both within and outside the Trust
- A competitive employees' benefit scheme <http://www.bdat-academies.org/aboutus/employee-benefit-scheme/>

### WE WILL PROVIDE YOU WITH THE OPPORTUNITY TO:

- Shape the curriculum developments in an ever-changing world
- Work with like-minded subject colleagues from the other trust schools
- Shadow colleagues both within the school and across BDAT
- Support the development of staff new to the profession or to their role

## THE BDAT EMPLOYEE PLEDGE (continued)

IN RETURN, WE EXPECT YOU:

### To Model

- The values of BDAT and your school at all times
- Professional behaviours at all times

### To Be

- A consistently good member of staff on a day to day basis
- Committed to ongoing professional development
- A team player and to adopt a 'can do' attitude

### To

- Place safeguarding of students at the heart of the work
- Engage in constructive professional dialogue, giving and listening to feedback
- Contribute to the development of students and staff

Thank you for taking the time to read this information.



## MAKING YOUR APPLICATION

We hope that having read this pack you are inspired to apply for the post.

In order to apply, please complete the BDAT application form. The application form can be downloaded from the school website <https://www.buttershaw.net/work-for-bbec>

**At BBEC our first priority is keeping our young people safe. Safeguarding is at the heart of all we do, and we work hard to ensure that all of our students are safe at all times and know how to keep themselves safe in a variety of situations.** BBEC makes decisions about the suitability of prospective employees based on checks and evidence including: criminal record checks (DBS checks), barred list checks and prohibition checks, together with references and interview information.

If you would like to speak to someone about the vacancy, please contact Taffy Brown at Buttershaw Business and Enterprise College on 01274 676285, or by email at [taffy.brown@bbec.bdat-academies.org](mailto:taffy.brown@bbec.bdat-academies.org).

## INCLUSION

As a Trust we are an inclusive employer. We welcome applications from candidates of all backgrounds, faith, ethnicities or with any protected characteristics. We are simply looking for the very best candidate for the job and will assess your application only on the information in your written application or your performance at interview should you be successfully shortlisted.

We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, gender, religious beliefs, marital status, sexual orientation or disability. The person specification sets out the criteria used to assess candidates through the selection process.

## SCIENCE TECHNICIAN - JOB DESCRIPTION

Scale 3, points 5-6, £20,092 - £20,428 (actual salary) pay award pending  
37 hours per week term time only plus two training days

### 1. JOB PURPOSE

To establish and maintain a first class and dynamic technical support service to the science department, working under the direction of the Science Achievement Leader and Senior Science Technician.

### 2. PRINCIPAL ACCOUNTABILITIES

#### Technician

- Implementing and disseminating all appropriate H & S legislation and guidance with respect to science education, including C.O.S.H.H.
- Ensuring that statutory safety regulations and safe practice is complied with, relating to teacher/technician skills qualifications, and student involvement in the classrooms and workshops
- Daily and weekly laboratory servicing, termly inspections and annual clean
- Practical preparation, including materials, equipment, stock, standard solutions and specimens
- Setting up, testing and demonstrating practical equipment in class to support teachers to ensure that students gain the most from the scientific experience
- Recovery of residues, and safe disposal in accordance with legislation
- Care of animals and specimens for observational and experimental purposes, for example the fish tank, pond and science garden
- Maintain records of books within the department and those issued to staff and students
- Carrying out in-house repairs, calibration and maintenance
- Responsibility for keeping records of capitation and orders placed including simple budget forecast
- Liaising with suppliers to obtain the highest quality for the best price.
- Maintaining a thorough stock control and order system
- Inventory management
- Ensuring an up-to-date chemical database exists
- Operating laboratory documentation systems including organisation of work sheets, filing, hazard data and legal records.
- Helping organise cover lessons if the teacher(s) are absent.

#### Support for the School

- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Being aware of and supporting difference and ensuring all students have equal access to opportunities to learn and develop
- Contributing to the overall ethos/work/aims of the school
- Appreciating and supporting the role of other professionals
- Attending and participating in relevant meetings as required
- Participating in and organising extra curricular activities, such as outings, social activities and sporting events
- Participating in departmental meetings and whole school training events
- Liaising with other professionals, such as learning mentors, careers advisors, educational psychologists and education welfare officers.
- Participating in training and other learning activities and performance development as required.
- Supporting, upholding and contributing to the development of the School's Equality Policy and practice in respect of both employment issues and the delivery of services to the community

The duties and responsibilities listed provide an outline of the job. You may be asked to undertake other duties.



## SCIENCE TECHNICIAN PERSONNEL SPECIFICATION

ATTRIBUTES	REQUIREMENTS	Essential	Desirable	HOW IDENTIFIED
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>GCSE English/Maths at GCSE level 4/grade C or above or equivalent.</li> <li>GCSE in a science subject at GCSE level 4/ grade C or above or equivalent</li> <li>Education to A level standard in a science subject is desirable</li> </ul>	✓  ✓	✓	Application
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working as a science technician.</li> <li>Successful experience of working within teams and with a wide range of staff at senior level.</li> </ul>	✓ ✓		Application References Interview
<b>Training</b>	<ul style="list-style-type: none"> <li>Evidence of relevant training or willingness to undertake such training</li> <li>CLEAPPS qualification.</li> <li>Health and Safety training.</li> </ul>	✓	✓ ✓	Application Interview
<b>Knowledge, Skills and Ability</b>	<ul style="list-style-type: none"> <li>Ability to develop good professional relationships with both teachers and associate staff</li> <li>Excellent organisational skills.</li> <li>Willingness to demonstrate science practicals</li> <li>Ability to communicate effectively, orally and in writing.</li> <li>Confident in offering support and guidance to staff and students.</li> <li>Ability to use Microsoft Word and Excel.</li> <li>Ability to remain calm under pressure and to prioritise conflicting demands and pressures.</li> <li>Demonstrate good co-operative, inter-personal and effective listening skills.</li> <li>Demonstrate a commitment to working with children of the relevant age.</li> <li>Good verbal communication.</li> <li>Ability to use relevant technology.</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		Application Interview
<b>Personal Circumstances</b>	<ul style="list-style-type: none"> <li>Must be legally entitled to work in the UK (Asylum &amp; Immigration Act 1996)</li> <li>Able to satisfy the requirements of safeguarding recruitment checks in line with Keeping Children Safe in Education (2019)</li> <li>Must have the ability to be flexible and work to the requirements of a busy school</li> <li>Interest in the school's wider role in the community</li> </ul>	✓ ✓ ✓ ✓		Application Interview
<b>Disposition and Attitude</b>	<ul style="list-style-type: none"> <li>A passion for education and a deep-felt desire to make a difference for young people.</li> <li>Understands the importance of work/ life balance.</li> <li>Enthusiastic, flexible, team player who enjoys hard work and takes constructive criticism.</li> <li>Good oral and written communicator.</li> </ul>	✓ ✓ ✓ ✓		Application Interview References
<b>Physical</b>	<ul style="list-style-type: none"> <li>Resilient</li> <li>Physically able to cope with the demands of a multi-level building</li> </ul>	✓ ✓		References Interview
<b>Equality</b>	<ul style="list-style-type: none"> <li>A commitment to, and evidence of, promoting diversity and equal opportunities within the Trust, the curriculum and employment practice.</li> </ul>	✓		Application Interview