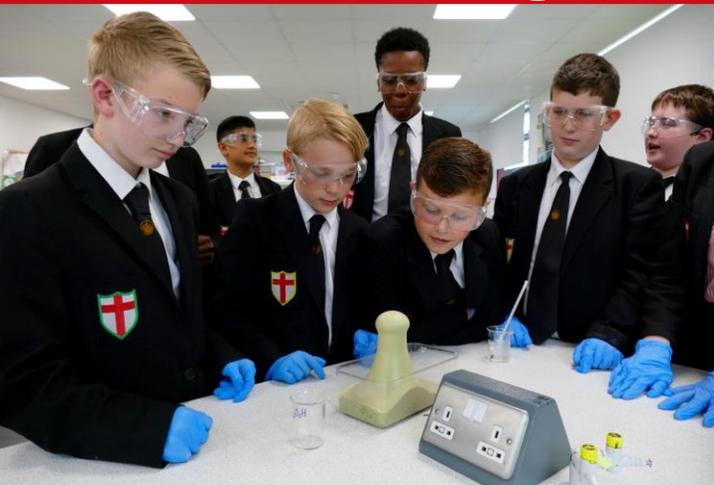




## Vacancy Pack Science Technician



## Saint George's Church of England School





Our Vision  
The Leadership Team  
The Post  
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# AAT vision

Aletheia schools are motivated by Christian values to serve our communities by improving the life chances of local children. Our schools seek to embody the Christian experience of community, where gifts are shared, where the emphasis is on what can be contributed and where each is given according to need. Aletheia schools welcome those of all faiths and none and are proud of the inclusive nature and diversity of each cohort. At the heart of the Aletheia vision are the belief in educational excellence and the belief that Aletheia is called to serve pupils, staff, parents and the local community by providing places where children and young people develop and thrive intellectually, socially, culturally and spiritually.

Aletheia is committed to sustaining and further improving high-quality schools and supporting schools in need of specific improvement. We seek to provide a range of support to schools that draws upon the wealth of practice from across our Trust, broaden the expertise available to schools through flexible working arrangements and retain the capacity to respond rapidly and effectively to the needs of individual schools. Pedagogical excellence is at the heart of all we do, with a sustained focus on collaborative and mastery learning. Our Teacher Training 'Hub' status aids our mission to recruit, train and retain staff of the highest quality within our local community.

The Trust provides a coherent and logical geographical context for all constituent schools. Belonging to a local Trust offers greater opportunities for influence than single schools can achieve; through collaboration the Trust aims to be greater than the sum of its individual member schools. We believe that the success of Aletheia is fostered by the opportunities for schools, leaders and governors to step forward as co-shapers of a school-led and self-improving system. Designated as an approved academy sponsor, we offer our distinctive ethos, school improvement strategy and strength of leadership to ensure all schools are supporting students to achieve of their very best.

## AAT will deliver its vision by:

- Developing a Trust for all ages /phases of education, with member schools working in partnership and learning from each other.
- Promoting a Church of England ethos based on a belief in the value and potential of every student to achieve excellence academically; in religious education and their wider studies and become fully the person God intends.
- Pursuing educational excellence, so that outcomes for all learners are as good as they can be.
- Creating strong leadership at all levels that impacts effectively on academy performance.

All schools joining the Trust will have already established their support for and belief in these core principles.

## OUR VISION

At the heart of our vision is the belief in inclusive, educational excellence; the belief that we are called to serve all pupils, staff, parents and the local community by providing places where all develop and thrive intellectually, socially, culturally and spiritually in order to live life in all its fullness.

**Saint George's**  
Church of England School



**All Different,  
All Equal,  
All Flourishing.**

**IN...**

Creativity  
Honesty  
Resilience  
Inclusion  
Stewardship  
Thankfulness

#weareallone

#lifeinallitsfullness

# Leadership Structure

*Executive Headteacher/CEO*

*Head of School*

*Deputy Headteacher  
(Raising Standards)*

*Deputy Headteacher  
(Teaching, Learning and Assessment)*

*Assistant  
Headteacher  
(Behaviour and  
Inclusion)*

*Assistant  
Headteacher  
(Primary Phase)*

*Assistant  
Headteacher  
(Community &  
Stakeholders)*

Support Leads:

Site Manager

ICT Lead

Finance Lead

PA to SLT

# Role Profile – Science Technician

## Overall Purpose of Role

To work as part of a professional team supporting the practical and technical aspects of the science curriculum by preparing, providing, maintaining, organising and managing the resources required for healthy, safe and secure, engaging lesson activities to be carried out by science staff and students.

## Key Duties and Responsibilities

### 1. Curriculum Support

- a. Set-up, deliver, check and return resources / materials / equipment for lessons. Co-ordinate the use of practical resources and facilities with teachers.
- b. Provide advice to all members of department in practical resources, equipment management and departmental policies, as related to practical work. Provide information for students and staff on the correct way to handle equipment and chemicals in order to avoid accidents and/or damage to equipment.
- c. Perform administrative duties for the effective running of lessons that do not involve practicals, such as photocopying and preparing required lesson materials (common assessments, practical sheets, controlled assessments, past papers during exam-preparation weeks across year groups)
- d. Provide additional support as directed by LM/CL (i.e. Forensics Days, Work Experience Students, Open Day preparation etc)

### 1. Health & Safety

- a. Maintains orderly preparation room and laboratory stations.
- b. Perform duties in line with health and safety regulations and take proactive action where hazards are identified, including reporting any serious hazards to line manager.
- c. Ensure the safe treatment and disposal of used materials, including hazardous substances and respond to actual or potential hazards.
- d. Safely and securely store allocated equipment and materials to prevent unauthorised access / misuse.

### 1. Materials Management

- a. Maintain sufficient supplies of materials to enable delivery of lessons.
- b. Regular cleaning and maintenance of existing equipment to a clean and good working standard, coordinating with LM & CL on equipment in need of repair/ replacement.
- c. Maintain accurate stock records of materials in assigned areas or as delegated by LM/ CL.
- d. Advise on economical and appropriate materials/ methods/ resources for use by the department, suggesting alternatives where appropriate in order to ensure that school financial procedures are adhered to and expenditure is kept within budget.
- e. Under the guidance of the LM/CL ensure that both routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment is undertaken to ensure that the required standards are adhered to.

## Person Specification– Science Technician

- Good level of general education including science subject(s) at least NVQ 2 or equivalent, together with good numeracy and literacy skills
- Thorough understanding of Health and Safety procedures especially as they relate to work in a Laboratory. First Aid certificate would be useful.
- Knowledge of appropriate use of laboratory equipment (including handling chemicals safely) and ability to communicate and demonstrate this knowledge effectively to staff and students.
- Use of technology (interactive boards, computer, video/DVD, photocopier, data loggers etc.)
- Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality.
- Understanding of schools financial procedures.
- Able to time manage effectively and be held accountable for all contracted working hours.

## Science Technician

**Kent Range 5 - £20,595 to £21,693 per annum (pro rata for part time hours and term time)**

**Full-time or part time**

**Term Time + development days (39 weeks per year)**

**Required ASAP**

An exciting opportunity has arisen for a candidate of exceptional ability to join our over-subscribed and successful school. We are looking for a Science Technician to work as part of a professional team supporting the practical and technical aspects of the science curriculum by preparing, providing, maintaining, organising and managing the resources required for healthy, safe and secure, engaging lesson activities to be carried out by science staff and students.

The school has an existing reputation for high quality education with a relentless focus upon high expectations and aspirations. We are placed among leading schools nationally in adding value to our students' progress and achievement through their schooling.

We are a friendly, dynamic and innovative school and pride ourselves on our commitment to ensuring student progress through high quality teaching and learning provision for all. The successful applicant will share these values and play an active part in delivering on this commitment.

We would love to hear from you if you:

- want to work in a supportive and caring environment
- are committed to enabling every student to achieve the very best they can
- are an ambitious professional

**Please download an application pack below or at <https://aaat.uk/recruitment/> and return your application by email to Elise Batcheldor, HR & Administration Officer at [batcheldore@sgsce.co.uk](mailto:batcheldore@sgsce.co.uk)**

**Closing Date: Friday 30<sup>th</sup> September 2022 - 12 noon**

**Interview Date: to be confirmed**

Saint George's Church of England School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

