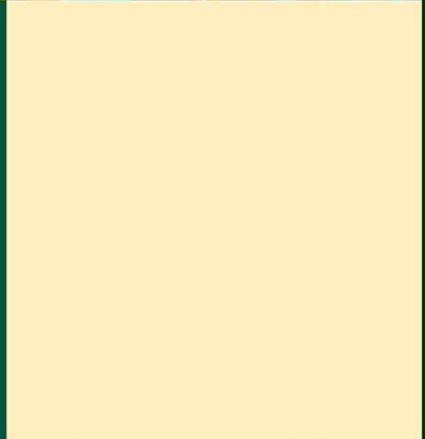


Recruitment Pack



Science Technician



St. Crispin's School is part of The Circle Trust, company number 11031096
Registered at St. Crispin's School, Wokingham, Berkshire, RG40 1SS Tel: 0118 978 1144



Science Technician

St Crispin's School

Headteacher:

Ginny Rhodes

NOR 1229, 11-18 years

Mixed Comprehensive London Road, Wokingham, Berkshire RG40 1SS

Tel: 0118 978 1144

www.crispins.co.uk

Science Technician required from 1st September 2022

Term-time only + 5 INSET days, 35 hours per week, 8am-3.30pm

Pro rata salary £15,866 per annum

Are you a dynamic, enthusiastic Science Technician looking to join our friendly, supportive team based in a well-resourced, £5m state of the art, dedicated science building?

You will be passionate about science and play a vital support role, assisting in the preparation of materials and equipment for science lessons to ensure smooth and efficient operation.

As part of our group of four technicians, you will be an active team player who supports the work of the teaching staff within the Science Department.

St. Crispin's School is a happy and oversubscribed 11-18 mixed comprehensive school. Our school motto is "Excellence for All" and this encapsulates our commitment to do the very best for both students and staff.

We are a high-attaining school with outstanding leadership and student behaviour described as exemplary (OFSTED.)

Further details and an application form are available from the school website under Vacancies.

To apply: Please complete the application form available at www.crispins.co.uk/vacancies.

Applications will be considered upon receipt; therefore, it is recommended that if you wish to apply for this position you do so as soon as possible.

Interviews: tba

Please email your completed application form to Mel Knight, PA to Headteacher, at knightm@crispins.co.uk

For more information: Mel Knight on 0118 978 1144 or email: knightm@crispins.co.uk

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance and satisfactory employment references.

St. Crispin's School is an academy and part of The Circle Trust, a charitable company limited by guarantee registered in England and Wales, company number 11031096, registered at The Circle Trust, London Road, Wokingham, Berkshire, RG40 1SS. Tel: 0118 332 0011 www.thecircletrust.co.uk





Job Description

Salary The Circle Trust's Support Staff Pay Scale Grade 3 pro rata salary £15,866 per annum

Terms and conditions

Contract: Term time + 5 INSET days

Hours per week: 35 hours per week

Hours of work: 8am-3.30pm

Aim and main purpose of the job

To assist in the preparation of materials and equipment for science lessons to ensure smooth and efficient operation.

To take responsibility for a range of associated duties which support the work of the teaching staff within the Science Department.

General Accountabilities

Preparation of classroom equipment, solutions and materials under the direction of the senior science technician.

- Distribution, clearing away and cleaning equipment from science laboratories. Replacing this equipment in the prep room.
- Carry out the cleaning of glassware and dirty equipment.
- Ensure that the preparation rooms, laboratories and storerooms are in a clean, safe and orderly condition.
- Under the direction of the senior science technician, dispose safely of laboratory waste (chemical and biological) and deal safely with spillages/breakages following regulations.
- Demonstrating awareness of hazards associated with chemicals and ensuring containers are correctly labelled
- An understanding of health and safety including the maintenance of risk assessments and advising staff on safe practice
- Keeping up to date with latest practice and advice for CLEAPPS.
- Construction/repair/maintenance and storage of general science equipment.
- Maintain stock levels of chemicals, inventory of laboratory supplies and equipment.
- General administration tasks e.g. answer the telephone, photocopying.
- Working with the team to develop ways of delivering practicals in lessons that support good pedagogical practice and reduce cost.

Details of Line Management

- This post is line managed by the Senior Science Technician.

Notes

Whilst every effort has been made to explain the accountabilities of this post, each individual task undertaken may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job, which are commensurate with the salary and job title.





Personal Specification

Key Criteria	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Good standard of general education • NVQ Level 2 or equivalent • Some knowledge/qualification in a science subject. 	<ul style="list-style-type: none"> • Comply with CLEAPPS regulations.
Competence Summary (knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> • Ability to work within a team working environment and also able to work independently • Excellent communication skills and interpersonal skills • Ability to follow strict health & safety regulations including handling hazardous materials. 	
Work related personal requirements	<ul style="list-style-type: none"> • Working to time deadlines/under pressure • Working with constant interruptions • A flexible approach to work • A positive and enthusiastic attitude • A sense of responsibility for self and to the team • A self-motivated individual able to use their own initiative when required • Confidentiality at all times. 	
Other work requirements	<ul style="list-style-type: none"> • Willing to attend courses • Willing to shop for necessary items for experiments. 	



Science Department Information

1. Introduction and welcome by Head of Department including departmental vision

Leadership of science at St Crispin's is by a forward thinking and innovative team that provides a challenging and interesting learning experience. We have high expectations of both students and staff in a department that has recently celebrated excellent and significantly improved GCSE and A-level results. Our department is collaborative and inclusive and we expect the successful candidate to take a key role in building on this success.

The successful candidate will enjoy our purpose built science block, featuring 9 teaching labs, including a super lab for team teaching and a fully serviced lecture space that seats 120 students. In addition, the department has two former Advanced Skills Teachers (ASTs) as leaders of Biology and Chemistry who have brought fresh ideas and leadership to the department.

In this period of growing success for the department, we aim to increase our students' understanding and appreciation of science to help them become well-qualified and rounded members of the workforce and leaders of the future. Our facilities also provide opportunities for students to extend their learning beyond the core curriculum through extra guest lectures, activities such as science club, and whole school events.

We look forward to welcoming enthusiastic new members to our team to help us shape and deliver our vision for the future.

2. Curriculum overview

We currently have a two-year program at KS3, which develops the ability of students to work independently, explore science and communicate scientifically. We also run an entry-level certificate and BTEC in Animal Care.

Key stage 4 is taught from year 9. We follow the AQA Trilogy combined science route for the majority of courses and single sciences for our two highest attaining sets.

Key Stage 5 offers GCE's in Biology, Chemistry and Physics which all follow OCR specifications. We also offering BTEC level 3 in Science as a new course.

3. Exam performance

Performance at GCE and GCSE science is strong. In a time of change, we have recently had very successful results across Year 10 and 11 and a very high success rate in BTEC courses.

4. Resources and rooming

In February of 2013, we moved to a spectacular £5 million bespoke Science block, which offers:

- 9 fully serviced and well-resourced teaching labs, equipped with interactive whiteboards and data projectors, with the facility to connect mobile fume cupboards
- Break out zones and a covered science area for kinaesthetic learning opportunities
- A fully serviced lecture theatre seating 120
- 2 prep rooms run by a team of 2 full-time and 2 part-time technicians
- Science Intervention assistants (1 full-time equivalent)

Policy Statement

To view our Recruitment Privacy Policy please see link below:

[St. Crispin's School Recruitment Privacy Policy](#)

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