



Appointment of Science Technician

Required November 2024

Welcome from the Head



My priority over the past few years has been to improve the quality of teaching and learning and to open doors for every student that we are privileged to teach.

The school has undergone a great deal of change since I arrived in 2018. Some of these changes have been as a result of our own analysis and reflections on what we needed to do better, some have come about through the amazing new building project, and others have evolved as we have addressed our vision, ethos and purpose as educators.

We want our students to **ASPIRE**; to want to be the best they can be, to seize opportunities, be prepared to take risks and not be frightened of failure. We want them to **INNOVATE**; to think outside the box, be creative and curious, to be proud of who they are and to be able to work both collaboratively and independently.

We want them to show **RESPECT**; to be thoughtful and kind citizens who support each other, members of our school and local community.

Our motto, **Ad Astra**, to reach for the stars, represents the high expectations that we have for each member of our school community. Having dreams, goals, targets and a vision is an important driver to help keep us all motivated and make the learning journey purposeful and exciting. We want excellence in everything and we support and encourage everyone to be the best they can be in all that they do.





Who We Are

- › We are a 11-16 comprehensive school
- › We are a 7 form entry, 210 PAN
- › We are central to Redhill and have great access from the train station, easily accessible to the coast and London
- › We are in SESSET along with The Ashcombe School and Therfield School
- › Our last Ofsted Inspection was rated 'Good' in May 2023
- › Our students make good progress and we continue to work hard to ensure their outcomes continue to improve

“Pupils are proud of their school. They know that the staff work very hard to support them”
(Ofsted 2023)

The Role

The Science Technician will work as a member of a dedicated team of professional teachers and technicians and will also be in contact with students. The candidate should be capable of working unsupervised, be well organised and a good communicator. It is vital that the person appointed works well as part of a team and is able to make decisions and act upon them.

If you would like to visit the school or meet with the Headteacher to discuss the role further please feel free to contact us to arrange a convenient time.

Job Title: Science Technician

Salary: SESSET 4 £20,339 to £22,157 (£23,860 to £25,993 FTE)

Line Manager: Senior Science Technician

Hours: 36 hours per week, 39 weeks per year (Term Time)

Full or part time applications welcome

Contact Karen Ehren, HR Officer for more information
hr@carringtonschool.org or 01737 764356 x208



Benefits

- Strong induction programme
- Great CPD and training opportunities
- Two-week October half term
- Opportunities to accompany visits locally, nationally and internationally, such as skiing in Italy, hiking in Morocco and community project work in Uganda
- Modern, spacious and well-equipped staff room
- On-site parking
- Confidential membership of Smart Clinic, our employee support service that covers legal, health, financial and lifestyle support for all staff
- Annual pay progression within your pay grade
- Laptops for all teaching staff and tablets for all teaching assistants
- Start the day with free morning porridge!
- Complimentary refreshments when attending evening events such as Parent-Teacher meetings and Open Evening
- £1000 finders fee for staff who recruit other appropriate staff for us
- London Fringe Allowance
- Annual flu vaccinations
- Paid lunch duties available

Our people really are what sets us apart, with a warm and positive culture that challenges and supports us to be our best every day.

Our holistic approach is evident in our innovative Excellence Programme designed to provide cultural capital, a beautiful Ecology Area that stretches alongside the Earlswood brook where we run our Forest School, and extensive enrichment opportunities.

Role Description

The Role

To support the Science Department with the preparation of equipment and resources needed by teachers for practical lessons.

Main Responsibilities

- To prepare the equipment, chemicals and other resources needed by teachers for practical lessons and to deliver it to the correct laboratory before the lesson starts and clear it as soon as is practically possible, including washing up of glassware and other apparatus
- To assist with the preparation and servicing of equipment and resources for lessons, open days, displays and exhibitions
- To work in a safety conscious manner at all times in accordance with the department's safety procedures
- To assist in the development and production of teaching resources
- To assist in enhancing the environment for learning including display work
- To engage in day to day communication, liaison, and co-operation with all members of the science team in order to contribute to the culture of continual improvement in science learning at Carrington School
- To help with the general maintenance and operational efficiency of laboratories including the care and maintenance of services, displays, stores, preparation areas and work surfaces, reporting the need for repairs in line with procedures
- To assist in a schedule of regular maintenance works and to carry out regular maintenance on science equipment so as to effect minor repairs as appropriate
- To carry out routine administrative tasks in the department, e.g. stock control and ordering of equipment and resources and such other reasonable duties as may be requested from time to time by the Head of Science, in line with the general scope of the post
- To keep the preparation rooms/chemical store room etc. tidy and to make sure all equipment/chemicals are kept in the correct place
- To assist teachers during practical lessons if needed and time allows
- If required, to assist with invigilation of either public or school exams
- To contribute to, participate in and attend appropriate training courses as required
- To participate in Performance Management/Appraisals and any other duties commensurate with the grading of this post

Safeguarding

The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). Carrington School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment



Person Specification

Essential

Desirable

Qualifications and Training

GCSE Grade C (or equivalent) in Maths and English



Experience of working in an educational environment



An understanding of working in a complex and busy environment



Ability to work under pressure, managing own workload to deadlines



Ability to work effectively on your own initiative as well as part of a team



Experience of using science equipment



Experience maintaining/servicing workshop equipment, ordering of replacement parts



The ability to diagnose faults and find solutions



A background of working in a Science/Technology environment



Skills and Abilities

Awareness of Health & Safety issues and regulations



Ability to demonstrate and operate a wide range of technology equipment



Ability to maintain and clean equipment to correct standards



Ability to communicate effectively both verbally and in writing



To be able to work under pressure in a busy and diverse environment



Ability to maintain efficient record keeping systems



Person Specification continued

	Essential	Desirable
Ability to take personal responsibility for organising day to day targets	✓	
IT skills	✓	
Awareness of COSHH regulations		✓
Excellent technical knowledge		✓
Personal Attributes		
Excellent communication skills with the ability to relate well to students and adults	✓	
Integrity, honesty, consistency of approach and a respect for others	✓	
Energy, enthusiasm, determination, aspiration and an insistence on high standards	✓	
Be able to work under pressure, prioritise and manage time effectively	✓	
Good health and attendance record	✓	
Ability to work flexibly	✓	
To be able to maintain confidentiality	✓	

Closing date for applications is
Monday 7 October at 10am

Applications will close should a suitable candidate
be appointed

Please complete our Application Form for Support Staff on
our '[Work With Us](#)' page. Please send it to
hr@carringtonschool.org along with a supporting statement
explaining what attracts you to the post and what skills and
experience you would bring to the role.

For an informal discussion about the role
please contact the HR Manager, Karen Ehren
kehren@carringtonschool.org



Aspire Innovate Respect



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www.carringtonschool.org

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