



Calderstones School

Applicant Information Pack

Science Technician

SEPTEMBER 2021



Welcome from the Chair of Governors



Dear Applicant,

On behalf of the Governing body, thank you for considering this position. We believe that for the right candidate this will be an exceptionally rewarding opportunity. The Calderstones School community has always been strong, and we believe this to be an essential role in continuing to cement our togetherness.

We believe we have a charismatic, collaborative, and challenging head who welcomes the vigour, support and ideas our new colleagues bring to the school.

I wish you all the very best with your application and to hopefully meeting you in the future.

Best wishes,

A handwritten signature in black ink, reading "R Blanchard", written over a dotted line.

Mr Richard Blanchard
Chair of Governors

Welcome from the Head Teacher



Dear Applicant,

Thank you for expressing an initial interest in the position of Science Technician here at Calderstones. This is an incredible opportunity to join a diverse, highly inclusive, ambitious secondary school with the notion of 'family' and 'community' at its heart.

Calderstones is a wonderful place to work, full of hard-working, values-rich staff and students. Everyone is on board. There is no doubt that the school has challenges ahead if it is to fulfil the long-term aspiration of providing a truly first-class education to the students in its care but the challenge of constantly raising the bar for every stakeholder in the school community is one that we welcome each and every day that we walk through those gates.

As Head Teacher, I am looking for someone who will inspire and enrich the education of our students. We believe that 'no-one rises to low expectations' and we expect the very best from our staff and students.

I care deeply for our students, our staff, and our school community. As such, the person and the character behind the skills, background and experiences for this role is critical.

I look forward to reading your application and to potentially seeing you in person.

Best wishes,

A handwritten signature in black ink, appearing to read 'L. Ratcliffe'.

Lee Ratcliffe
Head Teacher

Our School Vision



Resilient Individuals:

Ensure that students are well prepared for adult life, demonstrate kindness, tolerance and determination and feel happy, secure and safe.



Find the Potential in each Student:

Create a learning experience and curriculum that is broad, balanced, relevant and engaging and enables students to fulfil their potential.



First Class Comprehensive Education:

Ensure that outcomes for students are consistently above expectation and exceeding national averages.

Strategic Focus:

- To develop a visionary Leadership Team and strong Governing Body to ensure consistency and continuous drive towards improvement.
- To offer a wide range of opportunities both within and beyond the curriculum so that students have access to high quality learning experiences and develop a thirst for learning.
- To develop a strong, motivated, inspirational staff body, delivering high standards of teaching and pastoral support.
- To prepare and equip students for adult life through outstanding careers provision and advice so that they develop into confident, capable and highly aspirational young citizens.
- To develop students who are mentally healthy, are making progress on their physical literacy journey, understand the importance of their own safety and well-being and feel supported, highly valued and listened to.
- To draw on and celebrate the school and the community's rich diversity and distinctiveness so that all stakeholders feel welcome, valued and proud to be members of the Calderstones 'family'.



Application Process

Further information on the school is available on the school website; www.calderstones.co.uk.

The Director of People and Culture, & Clerk to the Governing Body, Ms. Paula Glassey, is available at paula.glassey@calderstones.co.uk.

Application Process

1. Complete the application form accompanying this document or available on our website. Use the job description and personal specification to assist in populating the sections of the application form where possible.
2. Include a supporting statement of no more than two sides of A4 using a minimum of font size 11. This should enhance your application form or provide further context. Please do not repeat the information in your form. Provide specific information as to how your educational vision and experience has prepared you for a role leading and improving a large, comprehensive school.
3. Complete and return the Equal Opportunities Monitoring Form.
4. Return the application forms in either Word or PDF to: recruitment@calderstones.co.uk

Application Closing Date: 4.00 pm, Monday 27th September 2021

Interviews: Tuesday 5th October 2021

Interview Process

1. If your application is successful, you will be notified by e-mailed and invited to attend an interview day at our school.
2. Following our invitation, we will contact your references, unless you have expressly indicated that we should not contact them at this stage.
3. The successful candidate will be notified as soon as possible after the conclusion of the selection process via e-mail. All offers are conditional upon meeting statutory criteria, including successful pre-employment checks.
4. Unsuccessful candidates will be notified soon after by e-mail. Feedback will be provided.



Job Description – Science Technician

Job Title:	Science Technician
Grade:	NJC JE Grade 4
Contract:	Term-Time, Permanent
Reporting directly to:	Senior Science Technician / Head of Department
Date of last review:	June 2021
Date of next review:	June 2024

Main Purpose of the Position

Under the direction of the Senior Science Technician, to assist and coordinate the use of practical resources and facilities and provide specialist support, assistance and advice in meeting the practical needs of the science curriculum, including liaising with teaching staff and support staff outside the department.

Duties and Key Responsibilities

1. Duties

- i. Preparation of demonstration and practical work within the Science Department. Retrieving and clearing away after use.
- ii. Under the direction of senior staff and the Senior Science Technician, to assist in the co-ordination of the use of practical resources and facilities and provide assistance and advice in meeting the practical needs of the curriculum to ensure that the varied needs of the students are met.
- iii. Provide highly specialist advice and guidance as required to teachers, technicians and pupils/students and keep up to date with health and safety requirements.
- iv. Help direct the learning activities of groups of students and offer advice to pupils, students and teaching staff on the technical requirements and practical needs of the curriculum.
- v. Co-ordinate the use and development of, practical resources and facilities, providing advice and demonstrations etc to teachers, technicians and students, and carrying out risk assessments for the various activities undertaken by the department to ensure that the varied needs of the students and teachers are met in a safe and healthy environment.
- vi. Design, develop and maintain specialist resources and support long-term projects to ensure that the widest curriculum possible can be offered to students. Set up experiments for teaching staff as required/directed.
- vii. To maintain the levels of reprographic materials, such as worksheets and tests, to meet the requirements of the Science department.



2. Responsibilities

The post holder may not perform all of these responsibilities personally but must ensure they are done to fulfil the job purpose.

- To support the senior staff/the Senior Science Technician in ensuring the availability of suitable materials and equipment and helping to compile orders. Keeping up-to-date records of stock and making recommendations when new supplies are required.
- Actively contribute to the assessment, monitoring and review of health and safety procedures and make sure equipment and materials are used safely to maintain a healthy and safe working environment.
- Under the guidance of senior staff/the Senior Science Technician, to 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 and maintain records of repair and maintenance.
- Take a lead role in a specialist or subject area as required, especially within KS4/5.
- Give technical and health and safety advice to teachers, technicians and pupils and keep up to date with health and safety requirements.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.



Person Specification – Science Technician

Criteria	Essential / Desirable
Qualifications and Training	
▪ A tertiary qualification in a related discipline (i.e. BA Hons degree, BTEC Diploma, HND, Foundation Diploma)	E
▪ Good numeracy and literacy skills (i.e. 'C' or above at GCSE in Maths and English)	E
▪ Evidence of appropriate continued personal and professional development.	D
Experience	
▪ Experience of working in relevant sector/environment i.e. a science laboratory environment or secondary school science department	E
▪ Experience of handling and managing laboratory equipment	E
▪ Experience of carrying out science experiments	E
▪ Demonstrable knowledge and experience of Health and Safety in a laboratory environment	E
▪ Experience of managing Health and Safety in a laboratory environment	D
▪ The ability to lead, motivate and inspire pupils, support staff and to forge positive relationships.	D
Personal Qualities	
▪ Ability to help develop and to support a vision of high-quality education based on the moral integrity of the school's core values.	E
▪ Energy, drive and enthusiasm	E
▪ Excellent interpersonal and communication skills	E
▪ Ability to analyse information and use sound judgement in complex situations	E
▪ Ability to support a team culture	E
▪ Ability to plan and organise time effectively, work under pressure and meet deadlines while keeping equilibrium.	E

This Person Specification is current at the date shown, but, in consultation with you, may be changed by the Head teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Calderstones is an Equal Opportunities Employer and positively welcomes applications from all people regardless of their sex, creed, marital status, race, age, disability, gender identity, sexual orientation, or religious belief.

Calderstones School is committed to safeguarding and promoting the welfare of children. Post holders must receive a satisfactory enhanced DBS check before taking up the post and undertake a minimum of three-yearly checks.

Calderstones School is committed to promoting positive mental health and emotional well-being to our student body and to every member of our school staff. We pursue this aim using effective policies and procedures within a safe and supportive school/work environment.

About Calderstones School

History

Calderstones School is an amalgamation of a number of schools in the area, going back to the 1920's.

Calder House was built around 1846 and became Calder High School for girls in 1921.



Quarry Bank House was completed in 1867 for a timber merchant. Evidence of this is still available in the intricate woodwork and ornate mirrors around the building.

It became Quarry Bank High School for boys in 1922. John Lennon attended Quarry Bank High School from 1952 and it was here that 'The Quarrymen' were formed; later known as the Beatles. The Quarrymen would perform in morning assemblies almost daily.



Calder High School and Quarry Bank High School merged with Morrison in 1967 and became Quarry Bank Comprehensive School. The school became Calderstones School in 1985.

Location

Calderstones School is situated in Allerton, Liverpool. Set on a vast site steeped in history, there are acres of land surrounding the school. The school is situated 5-10 minutes' drive from the M62 and has excellent transport links to the city centre.

Calderstones School is fortunate to sit adjacent to the historic [Calderstones Park](#). This park is 126 acres of parkland, complete with a lake, play area, botanic gardens, historic buildings and the Calder Stones, after which the park was named, said to be older than Stone Henge. Our staff and students often enjoy the grounds, even having some PE lessons there.

Facilities

Calderstones School has a mixture of new and historic buildings, including a purpose-built science building with 15 science labs set over three floors. Our Art & Design and Design & Technology departments are extremely well resourced with a broad range of equipment and supplies.

The school boasts 3 gymnasiums, a dance studio, recently refurbished and fully equipped state of the art gym, a swimming pool, music rooms, outside playing courts and table tennis tables. We are proud of Quarry Hall, our main hall with seating for up to 250 people. This is where our annual concerts and productions take place.

All classrooms are fitted with a variety of ICT equipment including projectors and promethium boards. Our onsite IT technicians provide excellent support to staff and students on equipment and school software needs.

All classrooms are bright, well-resourced and there are various stock cupboards in each department with supplies.

Staff Benefits

There are a wide variety of benefits for staff on site, which include, but are not limited to:



Caring for Calderstones

Health and Wellbeing For All

Health and Wellbeing Programme; Caring for Calderstones

- Supporting staff with their health and wellbeing.
- Mindful employer – disability confident scheme
- Health and Safety mindful employer
- E-mail curfew in place; 6.00 pm – 7.00 am



Employee Assistance Programme including:

- available to employees and their immediate family; including free 24/7 helpline, self-refer counselling sessions, CBT, online support, advice and guidance, medical, legal and financial advice, management and parenting support.



+ medicash **Medicash – up to 100% cashback on medical and complimentary therapies**
A positive approach to health

- ✧ Occupational Health Services
- ✧ Generous employer pensions
- ✧ Life Assurance (in-service death benefits)
- ✧ Generous holiday entitlement
- ✧ Flexible Working practices
- ✧ Family Friendly Policies
- ✧ Enhanced occupational sick-pay scheme
- ✧ CPD and training
- ✧ Ample free parking
- ✧ Free use of state of the art gym on site
- ✧ Discounted membership at Lifestyles gyms across Liverpool
- ✧ Onsite canteen with health lunch options
- ✧ Staff food and drink preparation facilities in every building, including cold filtered water
- ✧ Access to fresh fruit and veg delivered to school
- ✧ Regular car valet services on site
- ✧ Use of the swimming pool
- ✧ Cycle-to-work scheme
- ✧ Bicycle storage sheds
- ✧ Free annual flu jab available
- ✧ Free annual eye tests and/or money off glasses