

# Physics Technician

April 2026



# Welcome

Thank you for your interest in Haileybury. This is an exciting opportunity to join a highly successful school which is moving forward with confidence and a real sense of purpose. Haileybury was last year chosen as the 'Boarding School of the Year' by TES and, in 2023, was announced as the UK's best fully co- educational IB school.

Haileybury is a dynamic, outward-looking and future oriented school. We want our pupils to leave school with the values, skills and credentials they will need to thrive. We want our provision to be 21st Century relevant. We have recently completed a world class STEM facility, which allows our pupils to take part in research projects no other UK school can offer, and only a handful of other schools around the world can provide. Our attention is now turning to our next set of ambitious ventures.

We are ambitious and we pursue excellence, but Haileybury's success is built on the strength of each person's commitment to doing the very best they can for our school. If you feel excited by the prospect of being a member of a dynamic and successful team, then we would welcome your application.

**Eugene du Toit**  
The Master



# The School

**Haileybury is a co-educational boarding and day school for pupils aged 11-18. There are currently over 900 pupils at the School. Demand for places and pupil numbers has increased dramatically in recent years.**

The Haileybury of today enjoys an excellent worldwide and national reputation. This reputation is primarily based on the very high standard of education that is provided at the School. This was reflected in the report written by the ISI Inspection team who visited the School in October 2025. The report gives a clear picture of a progressive, ambitious school which offers its pupils the very best all-round education. A copy of the report can be viewed [here](#).

Haileybury is a dynamic, outward-looking and future-oriented school. It aims to provide high academic achievement, outstanding pastoral care and a rich and varied co-curricular programme; we want our pupils to leave school as confident, rounded and ambitious individuals. As a large, diverse community, the fundamental values of service, empathy and respect are essential. Pupil voice is important and there are many opportunities for pupils to express their opinions, including an active Pupil Senate. The team of teaching and operations staff are dedicated and highly professional.

Haileybury comprises a dedicated Lower School (Years 7 and 8), a Middle School for Years 9-11 and a Sixth Form of around 360 pupils. All senior pupils are boarders or day pupils in one of the 12 senior Houses. There is also a junior boarding House and a junior day House. The Houses are set within the extensive campus grounds, and most of the teachers are also accommodated within 5 minutes walk of the School. The sense of community at the School is especially strong.

Haileybury has a vibrant academic culture. Its curriculum model is distinct and in the Sixth Form pupils have the choice of following the International Baccalaureate Diploma Programme (IBDP) or A levels. The most popular UK university destinations include Oxbridge and the Russell Group; Haileybury's pupils also achieve places at top North American and European universities.

Haileybury has a strong international dimension with two partner schools operating in Kazakhstan, and one each in Bangladesh and Malta. Haileybury is the sponsor of Haileybury Turnford, a nearby academy, and enjoys a well-established partnership with the school.



Haileybury

# The role

The primary objective of the Physics Technician is to provide technical support to the Head of Physics and other members of the Science Department, ensuring that at all times an excellent service is provided. The technician will be responsible for general duties within the Science Department, including preparation of practical lessons, assisting in lessons, and helping with auditing of chemicals, radioactive sources and other items in the department.

This is a permanent position working 38.25 hours per week during term time, plus three additional weeks, amounting to 36 weeks per year.

At Haileybury, it is our ambition to provide our pupils with the very best facilities for all aspects of their education. Science and technology lessons take place in our new SciTech building, home to our landmark, award-winning STEM research provision. The purpose of this innovative building is to provide pupils with a setting which challenges them to enhance their independent and research skills. It provides the space and opportunity for Haileybury to not only teach science to its pupils but also allow them to become scientists, through participation in our research focused programmes such as CubeSat, StanX and Vex Robotics.

The successful candidate will ideally have experience working in a science laboratory; have good knowledge of chemicals routinely used within schools and knowledge of health and safety matters relevant to the laboratory environment. They will also need to be computer literate, work proactively and independently, take the initiative when required and be approachable and adaptable.

It is essential that the post-holder is able to work well under pressure, and is able to meet deadlines whilst still retaining a high level of organisation and accuracy.

The Physics Technician will report to the Head of Science.

The purpose of this job description is to set out the current principal duties of the post. It does not detail every individual task, and employees are required to undertake such tasks and duties as are allocated to them from time to time in accordance with the role. This job description will be reviewed annually as part of the School's annual performance review process.



# Responsibilities

- Prepare and set up teacher demonstrations, class practical experiments and open day demonstrations.
- Ensure that laboratory rules are adhered to and comply with the legislative requirements of the Health and Safety at Work Act and Control of Substances Hazardous to Health (COSHH) regulations as well as implementing any non-mandatory guidelines such as from CLEAPSS.
- Monitor the safe storage, condition, labelling and disposal of chemicals as required by current legislation, COSHH regulations and Health and Safety advice.
- Liaise with other Science staff regarding the ordering and receipt of chemicals, glassware and equipment as required.
- Undertake the maintenance of the laboratories and laboratory equipment including carrying out end of term duties and safety checks as required.
- Record safety incidents as required by School policies.
- Carry out administrative duties as required.
- Carry out risk assessments as necessary to ensure the safety of self and others.
- Assist teachers by testing and adapting experimental procedures before they are used in a classroom.
- Support other members of staff as and when required.
- Liaise with other technicians over loan of equipment.
- Liaise with teaching staff over equipment/classroom clashes.
- Ensure the building is left in a safe and secure condition.
- To remain up to date with all appropriate practices, procedures and regulatory requirements within your allocated areas of responsibility.
- To undertake duties in line with established Haileybury practices and protocols.
- To establish and maintain effective communication channels and efficient/effective working relationships with other members of the Science department and the School's staff.
- To keep the Science Department management team fully up to date and informed about all allocated areas of responsibility and to report any significant problems as appropriate and within a reasonable time frame.
- To undertake appropriate training to ensure that skills remain up-to-date and commensurate with the first-class service required for this role.



# Other requirements

## **Safeguarding and Child Protection**

All employees must be aware of their responsibilities for promoting and safeguarding the welfare of children and young persons with whom they may come into contact whilst at Haileybury. Employees must comply with the School's Safeguarding and Child Protection Policy and must be familiar with how to raise any safeguarding or child protection concerns.

## **Health and Safety**

In accordance with the Health and Safety at Work etc. Act 1974 and associated legislation, all employees must comply with relevant health and safety procedures and guidance at all times. They must be familiar with, and assist the School in the implementation of, its Health and Safety Policy which is available on the School Portal.

Employees must also adhere to any requirements arising from, or relating to, any relevant risk assessments, Control of Substances Hazardous to Health (COSHH), PPE, and manual handling. Specifically, employees must carry out all duties in a manner which does not endanger themselves or others.

## **Equality and Diversity**

Employees must comply with the School's equality, diversity and inclusion policies and practices in force from time to time and must carry out their duties in a manner which does not discriminate against any person on the grounds of any protected characteristic.

## **Code of Conduct**

Employees at Haileybury are expected to work together cooperatively showing respect, courtesy and helpfulness to others at all times. Employees should work to actively support and promote the School's positive ethos and culture, and must act in accordance with the School's Staff Code of Conduct.

## **Data Protection**

All employees must comply with the School's Data Protection Policy, and must carry out their duties in a manner which is consistent with this policy and data protection legislation generally.



# Person specification

## Qualifications, Skills and Experience

### Essential

- Good general level of education, to A Level level or equivalent

### Desirable

- First Aid Qualification
- CLEAPSS Certificate

## Knowledge, Skills and Experience

### Essential

- Experience as a science technician within an educational or laboratory environment
- Knowledge of COSHH regulations, CLEAPSS guidelines and risk assessments
- Computer literate with knowledge of Microsoft Office and/ or Google Workspace
- Ability to understand and operate within a school environment

### Desirable

- Experience of working in a school or college
- An interest or experience in open sourced electronic platforms, in particular arduino computing and use in educational contexts

## Personal Attributes

- Enthusiastic about Science and willing to learn
- Possess good interpersonal skills and, be a team player
- Be self-motivated and use own initiative and work unsupervised
- To be professionally presented with a polite demeanour to assist staff and pupils confidently
- Be flexible, resourceful and adapt quickly to any changing needs and priorities
- Excellent communication skills
- Excellent organisational and time management skills
- Honest and reliable



# Benefits

Staff have the opportunity to utilise the School's wonderful facilities including fitness suite, swimming pool, at certain times, and participate in the Cycle to Work scheme.

Staff are also provided with lunch within our magnificent dining hall.

Other benefits include pension and group life assurance.

Professional development and learning sit at the heart of the School, and the successful post-holder will be joining a vibrant intellectual community.

Our staff body is collegiate and supportive, and staff wellbeing is prioritised. The School has a full-time Health and Wellbeing Centre and Chaplain.



# Application process

To apply for this position, please complete the application form in full, with reference to the candidate brief, and return it to [hr@haileybury.com](mailto:hr@haileybury.com) by **12 noon on Wednesday 18 March 2026**.

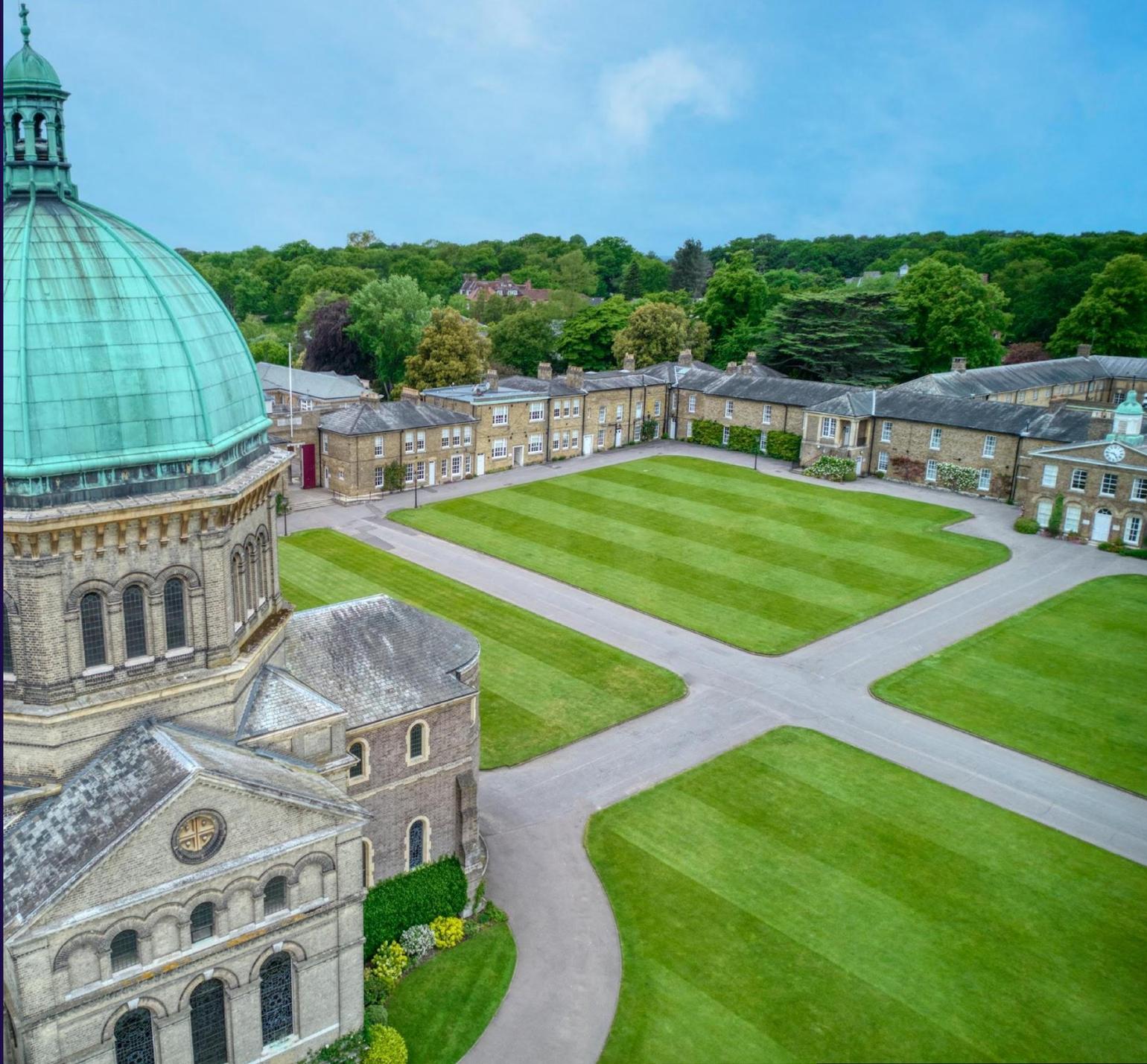
Please be aware that we cannot consider an application unless the application form has been filled in completely, including details of your full employment history.

The School reserves the right to make an appointment before the closing date; candidates are therefore encouraged to apply as soon as possible.

The School has a diverse pupil body and is committed to its strategy of equal opportunity, diversity and inclusion. We encourage applications from candidates with a wide range of backgrounds to enrich our collective knowledge and experience. Appointments will be made on merit.

Haileybury is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants for the above post must be willing to undergo child protection vetting, including reference checks with previous employers, prohibition checks and a criminal record check via the Disclosure and Barring Service.





Haileybury

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