



Blenheim
believe and achieve

Candidate Brief

**Science Technician
Permanent, Term Time Only**

£17,323 - £19,677 FTE



BLENHEIM HIGH SCHOOL

LONGMEAD ROAD, EPSOM, SURREY, KT19 9BH

www.blenheim.surrey.sch.uk

Background Information

Such was the improvement in Blenheim's GCSE results in 2018 that the Department for Education have confirmed that Blenheim is Surrey's most improved school in 2018. In addition, the DfE have confirmed that Blenheim's GCSE results in 2018 place the school in the top 30% nationally (DfE, 16.10.18).

Blenheim is a dynamic, exciting and supportive environment in which to work. The school opened in September 1997 with one year group and has grown to its current size of approximately 1310 students on roll including 200 in the Sixth Form. Blenheim is a mixed comprehensive and our reputation in the community is excellent and as a result the school is very popular. The intake comprises of students from all surrounding areas and ability levels are favourable.

The school is under new leadership as of April 2017 and we have put in place a number of comprehensive measures designed to improve the consistency of teaching, the quality of assessments and the impact of feedback, so that all students make good or better progress.

The ethos of Blenheim now revolves around a growth mindset where all members of the school community are actively encouraged to develop the characteristics of hard work, resilience, innovation and improvement. 2017 – 18 saw much change including the implementation of a new permanent Wider Leadership Team, an extended day, a comprehensive Easter Revision programme with appropriate staff remuneration and improved whole school consistency.

Several major changes have come into effect from September 2018. These include:

- The recruitment of a number of high quality middle managers and teachers.
- A six period school day.
- A fortnight October half term & seven week Summer holiday.
- A three year Key Stage 4.
- A Chelsea Girls' Sixth Form Football Academy.
- An alternative pathway for our less academic Key Stage 4 learners providing access to high quality local vocational provision.

In a short amount of time we have addressed many issues and, according to our visitors, now feel like a 'good school'. Of course, we want to continue to be better and as Headteacher I have made a long term commitment to Blenheim.

Blenheim converted to Academy Status in March 2012 and we have developed many community and primary school links. We are a well – resourced school and are fortunate to have outstanding facilities including our own grounds, grass football and rugby pitches and an artificial pitch. We are not part of a Multi Academy Trust, although we continue to investigate this. However, with a significant capital reserve, from which we have complete autonomy to invest, we are genuinely in charge of our own destiny. Together with a very supportive governing body this has meant we have been able to 'move quickly' and invest significantly in several areas, not least in the appointment of high quality teachers and site infrastructure. Our buildings are modern and have just received an internal £150,000 face lift. Visitors now comment on the calm, purposeful learning environment that pervades.

We have an iPad for learning scheme under which all students have access to an iPad with the overwhelming majority having their own personal device and, naturally, teaching staff need to be willing to engage with new technologies.

Job Profile



The aim

To ensure a safe and effective laboratory technical service is provided for the use of students and staff. To provide technical advice and assistance in the classroom to support students and assist teaching staff with learning activities.

Accountable to:

- Head of Science & Senior Science Technician

Safeguarding

- To be familiar with school policies, in particular safeguarding and child protection procedures, and promote the welfare of children.

Key responsibilities/Accountabilities:

Laboratory Servicing

- Preparation of materials, solutions, specimens and apparatus.
- Sterilisation of apparatus, care of plants and other science equipment and materials.
- Application of licences where necessary for fume cupboard, alcohol etc.

Safety and Security

- General maintenance of laboratory to include safe disposal of chemical and biological waste.
- Ensure that all equipment, materials and apparatus including teaching aids are maintained in a serviceable and safe condition.
- Reporting of damage and deterioration to Teaching Staff by undertaking regular checks of all science equipment.
- Removal of any scientific debris or hazardous materials/spills from sinks, bench tops and other areas to provide a safe environment for cleaning staff.
- Ensure gas and water taps are turned off and that electrical connections, chemical solutions and other materials are left stored in a safe and secure condition.
- Maintenance and recording of chemicals in line with Health and Safety regulations.
- To comply and adhere to risk assessments and procedures.

Practical Facilities and Resources

- Prepare and assemble apparatus for demonstration, practical work, assessments and examinations, and to demonstrate the use of different equipment and materials with particular regard to safety.
- Construct and devise equipment to meet the changing needs of particular programmes.
- Adapt apparatus and basic storage.
- Monitor conditions and stock levels of all apparatus, reagents and materials with regard for shelf life, safety and economy by undertaking regular checks.
- Maintain inventory of equipment and chemicals.
- Ordering necessary stock by following appropriate procedures.
- Organise distribution and transfer of teaching materials and audio visual equipment.
- Where applicable assist the teacher with coursework, delivery of work programmes/lessons and assessments.

General

- Liaise with Senior Science Technician, Subject Leader and teachers.
- Liaise with external agencies such as suppliers and manufacturers regarding the provision, installation and repair of equipment etc.
- Use ICT.
- Where applicable undertake administrative tasks associated with the post, including stock recording, ordering etc.
- Research and maintain up-to-date knowledge in the field.

Additional Responsibilities

- Be responsible for ensuring subject knowledge is developed and participate in staff training and development.
- Following Health and Safety requirements and initiatives as directed including the use of PPE.
- At all times operating within the school's Equalities policies, demonstrating commitment and contribution to improving standards of attainment.
- To provide support and assistance as and when required.
- To provide whole school support for certain activities.

- To encourage pupils to enjoy Science and to give them confidence in their abilities and subsequent achievements
- To collect resources and prepare materials from storage and organise for class use.
- To advise teachers of potential problems and also advise on safety matters.
- Liaison with external suppliers.
- To assist the training and developing of future staff.

Person Specification

- An appreciation and awareness of Health and Safety issues
- Grade C or above at GCSE English/Maths/Science or equivalent.
- Experience of dealing effectively with parents, staff and students.
- Effective analytical and problem solving skills and the ability to work independently on assigned tasks.
- Excellent verbal and written communication skills.
- Excellent organisational, planning and scheduling skills.
- Excellent interpersonal skills.
- Experience working cooperatively with internal teams and external partners.
- Ability to work independently and be a team player, work professionally with all levels of staff.
- Proficient in using Microsoft Word, Excel, and Outlook.
- Ability to work under pressure, meet strict deadlines and effectively manage time to work on multiple tasks in high pressure and short deadline environment, and to adapt to changes in work load demand and priorities.

General

- Demonstrate a keen interest in all aspects of school life.
- To show solidarity by supporting school policy, and the senior leadership team, publicly.
- To challenge school policy, and the senior leadership team, privately.
- Commitment to individual continuous professional development, wanting to 'get better' by building on strengths but also recognising development areas and actively seeking to improve them.
- Self-motivation and ability to prioritise a demanding workload.
- To be professionally assertive and clear thinking and able to negotiate.
- To be able to operate as part of a team and on own initiative when required.
- The ability to drive is highly desirable due to the number of external meetings which the successful applicant will be expected to attend off site.

The Application Process

Please download and complete the Application Form and include a Statement of Application outlining your achievements to date and what you bring to the role, please ensure this is no more than two sides of A4. Completed applications may be emailed to Sinead Buller, Human Resources, recruitment@blenheim.surrey.sch.uk

Alternatively you may post or hand deliver your application marking for the attention of **Sinead Buller, Human Resources, Blenheim High School, Longmead Road, Epsom, Surrey, KT19 9BH**. The closing date for receipt of applications is **Monday 27th May at 12 noon**.

To find out more about the school or to arrange a tour of the school please contact Mrs Mel Hart, PA to the Headteacher, headteacher@blenheim.surrey.sch.uk

Our school is committed to equal opportunities and to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to an enhanced DBS disclosure. I enclose our policies for your information.

I should remind you that you are liable to prosecution if you are included in the Disclosure and Barring Service's/Disclosure Scotland's Children's Barred List and engage, or seek or offer to engage, in work which either involves contact with children or provides opportunities for contact with children.