

BEACONSFIELD HIGH SCHOOL



RECRUITMENT

Information



Science Technician

*To start
September 2025*

Application deadline:
09:00 on 11 July 2025

(The school reserves the right to close
this vacancy at anytime, therefore
early applications are welcomed).

Interviews:

As soon as suitable
applicants apply

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Thank you for your interest in applying for the position of **Science Technician**.

This booklet will give you an insight into who we are, what makes us tick and why we think we are an exciting and inspiring place to further your career. You will play a key role in the leadership of our successful, ambitious and Ofsted Outstanding (2024) school.

Our school is a modern, diverse, inclusive and dynamic environment, a centre of excellence in and out of the classroom, and a happy community. At the heart of everything we do is respect – personally, for each other, for the environment and, of course, for learning.

Our community is vibrant, friendly and dynamic and we are proud of the open and supportive relationships between our staff and the students. Despite being a grammar school, we are not an exam factory. Creativity is not squeezed out in the push for the traditional view of academic success and our music, drama, art and design departments are thriving.

We are rightfully proud of the supportive and caring pastoral system that complements the wealth of learning and extra-curricular activities provided by the dedicated staff. Our common goal is to help our students grow and develop into successful young adults, with a pride in their school, and in themselves.

Staff retention is high. People enjoy working here and I have often heard new staff members say how invigorating it is to work in a school where the students want to learn and are hungry for knowledge!

I hope that what you go on to read will inspire you to apply for this position.

Mrs Tina Bond
Headteacher



About us

Situated in the Chilterns, 20 minutes from central London, Beaconsfield High is a girls' grammar school that has been delivering a highly successful academic culture for more than 50 years. Currently we have 1270 students on roll from Year 7 to Year 13.

We are proud to be a centre of academic excellence – see our latest exam results on page 5 - and we are one of only 45 schools nationwide to be recognised as an ***Exceptional School***. An award which exemplifies the excellence and uniqueness of outstanding schools, including the quality and consistency of teaching that Ofsted now expects.

Students are required to achieve the qualifying score in the 11+ examination and live within the designated catchment area in order to join us, and when they do, they come to us from a variety of different backgrounds. As one of only 13 grammar schools in the area, places are in high demand.

Our students are challenged by remarkable teaching standards and benefit from the attention and respect of highly proficient, dedicated and conscientious staff.





Leadership, respect, humility and morality, creativity and physical activity are just some of the additional life skills and behaviours that are taught on a daily basis.

These and many other aspects of school life were recognised in December 2019 when we were inspected by Ofsted and subsequently rated ‘Outstanding’ in all areas. The report states that pupils *“are fiercely proud of their school and of their own achievements”* and in terms of leadership, the Headteacher is *“passionate about pupils’ entitlement to a well-rounded education... with the governing body and her senior leadership team, she has transformed the curriculum.”*

Inspectors noted that whilst learning is a priority, *“leaders and governors rightly give a high priority to pupils’ mental health”* which has been and continues to be a clear priority for the future plans of the school and its students.

Our Governing Body have also been awarded the prestigious ***Governor Mark***, a national award supported by the Department for Education and a recognised kite mark of good practice. It provides external evaluation of the quality of governance in a school and is an opportunity to demonstrate how a governing body strives for excellence.

2024 BHS EXAM RESULTS

50%

9 - 8 grades at GCSE

73%

9 - 7 grades at GCSE

89%

9 - 6 grades at GCSE

100%

9 - 4 grades in English
and maths

A* and A grades at A-Level

48%

A* - B grades at A-Level

77%

A* - C grades at A-Level

92%

Students who have
accepted Oxbridge places

12

Students studying
medicine and dentistry

17

Our Vision and Values

Studying at Beaconsfield High School unlocks a child's future, providing the skills and aptitude to enable them to thrive in the competitive worlds of higher education and work.

Our curriculum intent is to support a happy, high achieving learning community enriched by the opportunity to discover talents and passions. We plan and build our curriculum so that academic knowledge, enrichment and life skills match the high aspirations of our learners and allow them to make the strongest progress over time. This will prepare them to be the best they can be in school, as citizens in their community and in their future.

We understand the pressures of studying in a high achieving learning environment. The reason '*happy*' is one of the first words in our vision is because we try our hardest to help students and staff with strategies that allow them to understand why they feel so pressured and in doing so, find the skills to manage this pressure.





Student Leadership

Every day, our wonderful teachers are supporting and nurturing their students, both in classrooms and through our wide range of extra-curricular activities, providing the skills and knowledge students need to make the most of all the opportunities that lie ahead of them.

Students are encouraged to collaborate with others and view mistakes as the perfect learning opportunity. This promotes problem-solving skills, resilience, and self-belief, all of which are vital skills for a future beyond Beaconsfield High School. This, along with engaging lessons and approachable teachers, means students have the confidence to step outside their comfort zone and learn beyond the curriculum.

Our school community is committed to providing each student with the opportunity to speak out on topics they feel passionate about and think critically about new topics they may not have encountered before.

Most of all, Beaconsfield High School is a happy, inclusive, and uplifting community that allows every student to reach their full potential by equipping them with the vital skills needed and the support required to achieve and exceed their goals.

Rithika – Head Girl

Science Technician Job Description



Job title	Science Technician
Salary range	<p>12-18 hours per week – preferably Wednesday, Thursday and Friday, but can be flexible.</p> <p>Term time only plus one week (39 weeks)</p> <p>Bucks Support Staff Pay Scale Pay range 2/11 -15 (FTE £25,625 to £27,770)</p> <p>Actual Salary for 12 hours £7,060 - £7,795</p> <p>Actual Salary for 18 hours £10,576 - £11,691</p>
Line management	Reports to Head of Faculty for Science

Purpose of the Role:

- To support the delivery of high-quality learning in science lessons at Beaconsfield High School.
- To ensure a safe environment that protects and cares for the students and staff.
- To provide scientific and technical support to the relevant departments, by the preparation of the laboratories, tools, equipment and materials for lessons.
- To help maintain stocks of chemicals and equipment, ordering new or replacement items where appropriate.
- To follow direction as established by the Head of Department, working closely with teaching staff to support the work of the department and the experiences of the students.
- To adopt a flexible style in order to tackle a range of routine duties which could include any subject.
- The Science Technician will undertake a practical health and safety role for the relevant departments.

Responsibilities

- To check and prepare materials, resources, and equipment for daily use, and order materials and experiments for projects. To check that equipment is provided at the start of lessons and that it is returned at the end. To ensure that apparatus is set up and correctly working. Set up demonstrations and/ or trial experiments in advance, in consultation with teachers and/or Head of Department.
- Work alongside teachers to support activities to aid student progress as and when required.
- To provide technical advice and help to staff and students, for example, set up equipment and fixtures as required by staff for class demonstration or student use. Within the scope of personal knowledge and training, maintain and repair scientific apparatus and equipment. Where this is not practical, consult with the Head of Science Faculty to attain instruction on how to accommodate repair.
- To follow safe working practices and contribute towards health and safety procedures. Disposal of waste laboratory materials including chemicals, microbiological waste in accordance with established guidelines and Health and Safety requirements.
- To be proficient in the use of ICT systems; this includes Excel, Word and Outlook.
- Maintenance of stock to meet requirements, receipt, ordering, arranging delivery, recording and storage of new materials (including those that require special care i.e. toxic chemicals), the return of empty containers and notification of the appropriate person for the disposal of chemicals etc. Advise staff on the state of materials and other stocks and undertake inventory checks.

- Assist teachers with the maintenance, storage and display for students' work and other materials.
- To undertake other duties of a similar level and responsibility as may be required from time to time including clerical/administrative support throughout the department, e.g. photocopying, filing, etc.
- To work collaboratively with others and contribute your own particular talents and skills to support school improvement and the achievement of the school and subject development plans.

Safeguarding and Promoting the Welfare of Children and Young People

- Ensure a safe and supportive school culture that promotes the wellbeing of staff and students.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.
- Promote a culture of inclusion within the school so that all views are valued and considered.
- Compliance with GDPR Legislation (effective from May 2018).

Health and Safety requirements

- To ensure compliance with working practices within the department to ensure that all Health and Safety procedures are being adhered to; awareness of site-specific risks, also how to deal with emergencies and reporting of accidents and/or incidents.
- To complete all training procedures relating to Health and Safety.
- To ensure that practical area, tools, equipment, computer software and materials relevant to the subject area are kept in an operable and safe manner, and ready for use by staff and students.

General

- To carry out all duties with regard to relevant legislation, policies and procedures including Health and Safety and Equal Opportunities.
- To undertake any professional duties as reasonably delegated by the Head of Faculty.
- To support actively the aims and policies of the school and be a proactive and effective member of staff, making a positive contribution to the broader life of the school.
- To take responsibility for your own professional development including attending and contributing to subject meetings and In-Service Training.
- To contribute to the broader life of the school.

Skills and Experience

The successful candidate will have:

- Excellent time management skills
- Good organisational skills
- Ability to work independently, flexibly and proactively and to tight deadlines
- A City & Guilds or equivalent Science Technicians Qualification or A level in a Science Subject would be desirable
- Relevant experience of laboratory work and related knowledge of Health and Safety procedures would also be desirable

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

As per part 7 of the Immigration Act 2016, "the ability to converse with ease with members of the public and provide advice in accurate spoken English" is an essential requirement for this role.

Science Technician Person Specification



Key:

A: Application form
I: Interview/ activities

C: Certificate
R: Reference and other employment checks

KEY AREAS	ESSENTIAL	DESIRABLE	Assessed
Skills and experience	<ul style="list-style-type: none"> • Demonstrates a clear understanding of science and the laboratory environment, in particular safe working practices • Understanding and awareness of health and safety relating to chemicals and laboratories • Responsible and conscientious • Confident and reassuring presence in the laboratories and classrooms • Flexibility • Energy and enthusiasm; ability to relate well to young people and adults • Team player with ability to use initiative and work alone • Excellent time management • Good numeracy/literacy skills • Effective use of ICT • Ability to interpret and follow policies and procedures • Confidentiality • Ability to work with outside suppliers and with the finance team to arrange the purchasing and delivery of scientific equipment 	<ul style="list-style-type: none"> • Experience in a school setting • Knowledge of school values • Qualifications in Science 	A/C/ I/ R
Safeguarding & Child Protection	<ul style="list-style-type: none"> • Commitment to equality and diversity • A commitment to GDPR (Data Protection) • A commitment to follow school policies, procedures and guidance • A commitment to the protection and safeguarding of children and young people • This post is subject to an Enhanced DBS Status 		A/I/R

September 2024

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken has not been identified.
- This job description will be subject to regular review and the school reserves the right to amend or add to the duties listed in line with the position. All appointments are subject to DBS check and there is a 6-month probationary period.
- As per part 7 of the Immigration Act 2016, "the ability to converse with ease with members of the public and provide advice in accurate spoken English" is an essential requirement for this role.

Pupils are very proud of their welcoming and happy school. Staff 'dare' them 'to be remarkable'. Pupils understand that this does not just apply to academic results. Indeed, it is more about their character and becoming a rounded individual. Consequently, they participate enthusiastically in the many extra-curricular activities on offer. They are keen to contribute to the school community and so take on responsibilities willingly.

2024 Ofsted

There are endless opportunities here, the sky really is the limit!

Student

Not only do staff strive to get the best out of my daughter academically, her happiness and mental well-being is of equal importance. We are so proud to be part of the Becky High community.

Parent

The accreditation process has shown not only that Beaconsfield High School is an 'Exceptional School', but that it is also highly ambitious, forward looking and puts the attainment and wellbeing of students at the heart of all it does. The findings of the review demonstrate that it is held in high regard by all its stakeholders and the students themselves are its best ambassadors.

Best Practice Network





Why work with us?

Beaconsfield High is a great place to work. Not only do we offer all the things you would expect, like excellent opportunities for career development, a great support network, a team of people dedicated to staff well-being and numerous staff training opportunities, we also offer those little extras that make life that much more enjoyable.

- **22.1% Employer's contribution to Local Government Pension Scheme**
- **Christmas / end of year socials**
- **Cakes at Break**
- **Good Eggs/ Christmas Stars** – staff nominated rewards for those colleagues who have gone above and beyond.
- **Government approved non-inset Academy Days** - non-working days in addition to inset days.
- **Time off** to attend your child's school events.
- **Travel to exciting places** - we offer a number of very exciting student trips both national and international, which staff are encouraged to join.



[beaconsfieldhigh.school](https://www.beaconsfieldhigh.school)

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