



Science Technician (Term-Time Only)

This is an exciting opportunity to become part of Maida Vale School's community. We value creativity, problem-solving, and curiosity in both the classroom and beyond. We strive for innovation and promote warmth and friendliness while encouraging high aspirations: our pupils aim high and achieve well. Maida Vale School, in its fourth year, is growing and continues to establish its reputation as a positive, progressive, kind, and tolerant academically selective school.

The role

- To provide general and practical support in the school science laboratories.
- To assist all Class Teachers in providing pupils with a relevant and effective experience.
- To ensure the maintenance of a healthy and safe working environment.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.

Responsibilities

- Provide technical advice and support to Class Teachers as required.
- To assist in practical classes and carry out demonstrations under the direction of the teacher.
- Following guidelines provided prepare and set out experiments, scientific and audio visual equipment, chemicals, specimens etc for laboratory use (this includes moving items between laboratories where necessary).
- To contribute to the design, development and maintenance of specialist resources and or long term projects.
- To be responsible for ensuring that cover work, set by teaching staff, is placed in rooms and that this is then collected, to be given to staff on their return. To ensure that subsequent requisitions are altered to take into account cover situations.
- To assist with corridor and classroom display board upkeep.
- To be able to safely use and dispose of material including hazardous substances and be able to respond to actual or potential hazards appropriately.
- To be responsible for the safe storage and accessibility of equipment and materials.
- To carry out health and safety risk assessments relating to laboratory work and apply COSHH regulations.

- To ensure the availability of suitable materials and equipment, compiling orders, sourcing and costing.
- Keep up to date records of stock.
- Under appropriate guidance ensure that routine and non-routine checking, cleaning and maintenance, testing or repairing of equipment is carried out.
- Actively contribute to the assessment, monitoring and review of both health and safety procedures and information resources.
- Keep up to date with current procedures and practice through continuing professional development.
- Administer First Aid in laboratory if required (must hold first aid certificate or be prepared to train for certificate).
- Maintaining safety standards in line with current legislation.
- Assist with printing for department use where necessary.
- Invigilate exams where necessary.
- To adhere to school policy on equality and diversity.
- Other duties commensurate with the level of the post as required.

Support the school

- These above mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School.
- Always to perform duties in all elements of the role in a professional manner and with integrity, mindful of confidentiality as appropriate.
- To comply with all provisions of the Health and Safety at Work Act 1974, any other relevant legislation and with all school and Local Authority Policy and Practice relating to Health and Safety at Work.
- To participate in Performance Management annually, in line with school policy.
- To participate in continuing professional development opportunities as identified in Performance Management and ensuring ability to fulfil role effectively.
- To manage both internal and external relationships, striving for excellence in stakeholder satisfaction.
- To work effectively and successfully in your team within school

Facilities

The school, having been refurbished to an exceptional standard, is equipped with light, airy teaching spaces; a Sixth Form Independent Learning Centre; ample outside space including a MUGA and practice basketball court; a theatre; a Parent Café. The contemporary, cutting-edge facilities include awe-inspiring department areas in the creative and performing arts faculties, and include: two art & textiles studios, a Design & Technology workshop and adjoining CAD CAM, computing, and dance.

Curriculum

The school offers a broad range of subjects across all Key Stages. The curriculum is structured around a two-year KS3 programme; a three-year KS4 programme; a two-year Sixth Form programme, and the school pursues excellence in all areas. The school's *Bring Your Own Device* policy ensures all pupils become digitally literate. Economics & Business Studies are taught in Sixth Form only.

Pastoral & Extra-Curricular

The ethos of the school is that of a family – sociable, supportive, nurturing – imparting emotional care and security to pupils, parents and staff. Our approach emphasises the partnership with parents, hence the unique and popular Parent Café. An extensive extra-curricular programme is in place, consisting of clubs and societies in sport, creative & performing arts, academic subjects, and areas beyond the curriculum.

Staff Development

The school is committed to staff development and the position will provide a good springboard for further promotion within the school and beyond.

Appointments

All appointments are made in accordance with our equal opportunities policy and applicants should let us know of any special needs they may have. Maida Vale School is committed to safeguarding and promoting the welfare of children. Successful candidates must be willing to undergo full screening in accordance with Keeping Children Safe in Education, including an Enhanced Disclosure and Barring Service check. Issues relating to safeguarding and promoting the welfare of pupils will be explored at interview.

Applications

Applications must be made on the school's application form, which may be obtained via the School website: <https://www.maidavaleschool.com/about-us/join-our-team>

Please submit a completed application form together with supporting letter of application and details of two referees. One referee should be able to comment on your teaching skills, and one from your current or most recent employer. References will be taken prior to interview. You must provide original documents as proof of identity at interview.

Completed applications should be emailed to recruitment@maidavaleschool.com or posted to Mr Magnus Bashaarat, Headmaster, Maida Vale School, 18 Saltram Crescent, London, W9 3HR.

Closing Date

9am on Tuesday 7th May 2024. Suitable applicants will be contacted by telephone and invited to attend an interview.