



**Bolingbroke**  
Academy

## Science Technician

**An exciting opportunity has arisen for a Science Technician to join our Academy**

We are a courageous, compassionate community - empowering excellence. We are a value lead organisation, being bold within every aspect of our lives at school.

We want all staff to thrive, modelling leadership and determination to the pupils and students within our rich and diverse academy, working together to fulfil our vision of creating a centre of excellence within our local community.

We empower our teams by valuing the individual and prioritising professional development. This is delivered through weekly CPD sessions, dedicated line management meetings and by encouraging staff to develop their own ideas and projects, within their departments and beyond.

Bolingbroke Academy is a uniquely exciting, fulfilling and innovative place to work, learn and grow.

### The Role

As a Science Technician, you will support teachers in delivering high quality practical work, inspiring students and enabling them to develop a deeper understanding of science. You will also maintain excellent standards of Health and Safety in all areas of the department.

**Reports to:** Senior Science Technician  
**Start date:** September 2026  
**Contract:** Permanent - Term Time only plus Two Weeks  
**Salary:** Ark Support Salary Grade 1 Point 2 (Full Time Salary £26,445. Actual Salary will be pro rata for Term Time only)  
**Closing Date:** 16<sup>th</sup> June 2026, 10am

# Key Responsibilities

## Learning support

- Support teachers when planning and carrying out practical work, highlighting any health and safety causes for concern, following CLEAPSS guidelines
- Prepare and trail practical resources as per department schemes of work
- Prioritise practical requisitions, delivering, setting up and clearing away practical set ups
- Provide technical, safety and learning assistance in lessons, supporting students and staff
- Maintain accurate and up to date records of laboratory equipment
- Equipment maintenance
- Work with Head of Department to maintain the Science budget, place orders and keep financial records.

## Health & Safety

- Ensure all equipment are properly repaired, maintained and stored
- Ensure the labs and safety equipment are properly maintained
- During term time, manage the care of plants and long term experiments
- Procure biological consumables and other perishable items as necessary
- Run risk assessments related to normal working tasks carried out, including tasks in the preparation room
- Provide First Aid as required (voluntary)

## Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Arks data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

# Person Specification: Science Technician

## Qualifications

- Minimum of A Level Grade C or above (or equivalent) in a science subject, ideally qualified to degree level
- Health and Safety qualification or training or commitment to work towards
- First Aid qualification or training or commitment to work towards, desirable

## Knowledge, Skills and Experience

- Experience of working in a laboratory in a school or other industry, desirable
- Experience, knowledge or a keen interest of key practical demonstrations that demonstrate key scientific concepts and engage students
- Up-to-date knowledge of COSHH procedures and CLEAPPS requirements
- Knowledge of Health & Safety risk assessment
- Strong IT, administrative and organisational skills
- Excellent communication and interpersonal skills with children and adults
- Able to deal with minor incidents including first aid

## Behaviours

- Genuine passion for and a belief in the potential of every pupil
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action.
- Belief that every student should have access to an excellent education regardless of background
- Professional outlook, detailed orientated and able to multi-task and meet deadlines
- A team player that can work collaboratively as well as using own initiative
- Helpful, positive, patient and caring nature
- Calm and professional under pressure
- Understanding of the importance of confidentiality and discretion
- Flexible attitude towards work and demonstrates sound judgement

## Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check