A group of people sitting in a classroom

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**Senior Science Technician**

**An exciting opportunity has arisen for a Senior 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. We are proud to be rated as ‘Outstanding’ in all five categories in the 2024 Ofsted inspection. Ofsted’s recent parent survey also ranked us as the ‘happiest secondary school’ in Wandsworth.

**The Role**

As a Senior 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:** Head of Science

**Start date**: Thursday, 28th August 2025

**Contract:** Term-time only (39 Weeks)

**Salary**: Ark Support Salary Grade 7 Points 18-22 (Subject to pro-rata)

**Working hours**: 8:00am to 4:00pm, Monday to Friday (37.5 hours a week)

**Closing Date**: Wednesday, 20th August 2025

**Key Responsibilities**

**Learning support**

* Train and support teachers when planning and carrying out practical work, highlighting any health and safety causes for concern, following CLEAPSS guidelines
* Training of other Science technicians and enrolling onto appropriate courses to ensure all colleagues are practising safely following correct procedures.
* 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
* Support Year 7 to Year 13 including A Level and BTEC
* Work with Head of Department to maintain the Science budget, place orders and keep financial records.
* Answering BTEC and A Level student enquiries regarding practical work.
* Support teachers when planning and carrying out practical work, highlighting any health and safety causes for concern, following CLEAPSS guidelines. Supporting behaviour in practicals when required.

**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)

**Line Management**

* Train and support Science Technician to ensure they are able to work independently
* Delegate roles and responsibilities to empower excellent development
* Line management responsibilities for Science Technician including absence management
* Keep good record of line management meetings
* Conduct probation reviews and appraisals

**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: Senior Science Technician**

**Qualifications**

* Minimum of A Level Grade C or above (or equiv) 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**

* Strong subject knowledge and skill level to support and demonstrate to Year 7 to Year 13 including A Level and BTEC
* 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