



**STOKE PARK**  
— SCHOOL —

# Apprentice Science Technician

## Recruitment Pack





## BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

### Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

### Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Student's first
- It's about learning
- No barriers

### Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



## Thank you for considering a career with The Futures Trust.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.

# Ann-Marie Smith

Head of School



Stoke Park School is a thriving school that is committed to Building Brighter Futures for all of its students.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

**We look forward to hearing from you.**



## ▼ Job Details

JOB TITLE	APPRENTICE SCIENCE TECHNICIAN
<b>OPPORTUNITY</b>	<p>It is an exciting time to join Stoke Park School. We are seeking to appoint a dedicated colleague to support the preparation and maintenance of practical resources for science lessons. The successful candidate will work under the guidance of the senior technician and teaching staff to ensure a safe, well-organized, and efficient laboratory environment that enhances students' learning experiences.</p> <p>If you are at the start of your career, looking to change career or gain hands-on experience in a new sector, an apprenticeship could be the perfect fit. You will gain the support, knowledge and experiences needed to successfully complete an 18 month Apprenticeship. We welcome applications from individuals from all educational backgrounds. Please see the Education and Qualifications section in the person specification for further information.</p>
<b>REPORTING TO</b>	Senior Science Technician
<b>LOCATION</b>	Based at Stoke Park School with a requirement to travel to work at or for schools in the Trust.
<b>SALARY / HOURS</b>	National Apprenticeship Wage Mon – Thu: 8.00 am – 4.00 pm, Fri: 8.00 am – 3.30 pm 37 hours per week / 39 weeks per annum
<b>BENEFITS ENHANCING WORKING LIVES</b>	<ul style="list-style-type: none"> <li>- Competitive rates of pay</li> <li>- Professional development opportunities</li> <li>- Career pathways across the Trust</li> <li>- Teacher / Local Authority Pension Scheme</li> <li>- Online retail discount</li> <li>- Employee Assistance Programme</li> <li>- Family Friendly policies to support family &amp; carer commitments</li> <li>- Flexible Working Arrangements</li> </ul> <p><a href="http://www.thefuturestrust.org.uk/why-work-for-the-futures-trust">www.thefuturestrust.org.uk/why-work-for-the-futures-trust</a></p>



## ▼ Job Description

### **Job Purpose:**

The Science Technician Apprentice will support the preparation and maintenance of practical resources for science lessons. They will work under the guidance of the senior technician and teaching staff to ensure a safe, well-organized, and efficient laboratory environment that enhances students' learning experiences.

### **Duties and responsibilities:**

#### **Laboratory Support**

- Prepare, set up, and clear away equipment and materials for practical science lessons.
- Assist in the maintenance, calibration, and care of scientific equipment.
- Ensure practical resources are available and in good condition for lessons.
- Support teachers in demonstrations and experiments as required.

#### **Health & Safety**

- Follow health and safety procedures, ensuring compliance with COSHH (Control of Substances Hazardous to Health) and CLEAPSS guidelines.
- Maintain an up-to-date inventory of chemicals and equipment.
- Dispose of waste materials safely and responsibly.
- Conduct regular risk assessments in collaboration with senior staff.

#### **Stock & Resource Management**

- Maintain accurate records of stock levels and order supplies when needed.
- Organize and store chemicals, specimens, and equipment securely.
- Assist with the preparation of solutions and biological samples as required.
- Conduct audits of equipment and inventory.

#### **Support for Learning**

- Assist students with practical activities under teacher supervision.
- Provide basic technical support during lessons when necessary.
- Support the integration of technology and digital tools in science experiments.

#### **Apprenticeship Development**

- Undertake training and qualifications relevant to the role.
- Participate in regular mentoring and assessments to track progress.
- Engage in professional development opportunities to build knowledge and skills.

#### **Line management**

- There is no line management in this role.

#### **Professional Development**

- Maintain personal professional development to ensure that the knowledge and skills required to fulfill the role of exam invigilator are up to date.
- Be a professional role model, and understand and promote the aims of the School and the values of the Trust



## Person Specification

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
<b>EDUCATION AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>GCSE 4/C grade or higher (or equivalent) in English, Maths &amp; Science</li> <li>Willingness to undertake a Level 3 Science Technician Apprenticeship</li> </ul>	<ul style="list-style-type: none"> <li>Educated to Advanced Level / NVQ Level 2- 3 or equivalent</li> </ul>	Application Form Certificates
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>Able to follow the school's safeguarding procedures and recognise when to report any concerns</li> <li>A keen interest in science and laboratory work.</li> <li>Basic understanding of scientific principles and practical experiments.</li> <li>Good organizational skills and attention to detail.</li> <li>Ability to follow health and safety regulations.</li> <li>Strong communication and teamwork skills.</li> <li>Enthusiastic, proactive, and eager to learn.</li> <li>Reliable and able to work independently with guidance.</li> <li>Adaptable and able to respond to the needs of a dynamic working environment.</li> <li>A commitment to supporting the educational development of students.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of COSHH and CLEAPSS regulations.</li> <li>Familiarity with laboratory equipment and its uses</li> </ul>	Application Form Interview Test

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience of working with young people</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience in a laboratory or school environment (e.g., through work experience).</li> <li>• Experience of working in an educational setting</li> </ul>	Application Form Interview
<b>KNOWLEDGE AND UNDERSTANDING</b>	<ul style="list-style-type: none"> <li>• An understanding of safeguarding and child protection.</li> <li>• Basic knowledge of the nature of work undertaken by a science department in a secondary school.</li> </ul>		Application Form Interview Test
<b>OTHER REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• A professional role model who is committed to their own professional development and to developing others</li> <li>• Committed to and able to promote the aims of the school and the values of the Trust: Learners First, It's about Learning, No Barriers.</li> <li>• Values diversity and the unique contribution that every individual makes to the learning community</li> <li>• Demonstrates professionalism, loyalty and integrity</li> <li>• Able to work flexibly, and to attend meetings and INSET days as required</li> </ul>		Application Form Interview



## How to apply

Closing date:

**Wednesday 15 April 2026**

Interviews:

**To be confirmed**

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:

**tel: 02477 102134**

To apply for this post, please complete the online application form found at:

**[www.thefuturestrust.org.uk/work-with-us/current-vacancies](http://www.thefuturestrust.org.uk/work-with-us/current-vacancies)**

On application please read the following policies found at:

**[www.thefuturestrust.org.uk/work-with-us/recruitment-pack](http://www.thefuturestrust.org.uk/work-with-us/recruitment-pack)**

- Stoke Pak School Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



**The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.**

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.