



The Hinckley
SCHOOL

Science Technician Apprenticeship

RECRUITMENT PACK



THE HINCKLEY SCHOOL

Thank you for your interest in a career with The Hinckley School. We hope that this recruitment pack provides you with all the information you need to start your journey with us.



It is an exciting time to join The Hinckley School, an 11-18 provider proudly serving Hinckley and its surrounding areas. In September 2023, The Hinckley School was rated 'Good' in all areas by Ofsted. This Ofsted report demonstrates our ambition for our students, coupled with a strong sense of community and belonging. With planning approval now received for a new multi-million-pound STEAM build, bespoke year 7 and 8 areas and a refurbished sixth form, our school is committed to 'Building Brighter Futures'.



As our students' progress to GCSE and then onto A Level study, they experience high expectations and inspirational teaching, an extensive range of enriching activities beyond the classroom and a learning environment which fosters self-discipline and aspiration. A bespoke character education programme centred around PRIDE, alongside high-quality pastoral care and excellent academic provision, not only ensures that students graduate from The Hinckley School having secured the destinations of their dreams, but also with the characteristics, strong moral purpose and self-belief to succeed on the modern global stage.



The Hinckley School is committed to building brighter futures for everyone. This commitment is underpinned by 3 clear values:

1. Students first

Teachers and leaders totally focused upon the educational benefit of our students.

2. It's about learning

Students, teachers and leaders focused upon developing and improving their learning.

3. No barriers

No excuses, only support to ensure student, teachers and leaders maximise their achievement.

Due to the growth of our school we are looking to expand our team of dedicated professionals who excel in their field, who can support us to provide a high-quality educational experience for all. If you share our passion for building brighter futures then we would love to hear from you.

- Samantha Rooke, Headteacher

THE FUTURES TRUST



Thank you for your interest in a career with The Futures Trust.

The Futures Trust is a growing Trust with four primary schools and five secondary schools located in Coventry, Warwickshire and Leicestershire. We have 8,000 pupils in our schools and over 1,000 colleagues work for the Trust supporting our school community.



The Futures Trust is committed to building brighter futures for everybody within our trust and the communities we serve.

We are a thriving, vibrant and morally grounded organisation with a deep regard and commitment to our staff and the part they play in our success. We know that every person, no matter what role they perform, is essential to developing outstanding learners and in turn building outstanding schools. That is why we invest in the very best staff and ensure that they are supported carefully to reach their full potential and achieve their aspirations.

The Futures Trust is committed to the principle of excellence through collaboration and partnership. Our schools collaborate through a common desire to learn from each other, share experiences and be mutually supportive in order that exceptional educational experiences are provided for all our students. From this shared commitment and belief in mutual support we gain our sense of belonging.

It is an exciting time to join The Futures Trust. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn and grow. If you join The Futures Trust team, you will be part of a professional learning community totally focussed upon learning and dedicated to ensuring students achieve their potential and build their own bright future. We look forward to hearing from you.



JOIN OUR TEAM

JOB TITLE:	Science Technician Apprenticeship
OPPORTUNITY:	<p>It is an exciting time to join The Hinckley School. We are seeking to appoint an enthusiastic, nurturing and positive Science Technician Apprentice to support and enhance the teaching and learning of our pupils.</p> <p>You will have a flexible approach to work and be key in supporting the Science Department and helping pupils achieve their full potential during their time at school. You will gain the support, knowledge and experiences needed to successfully complete an 18 month Science Technician Apprenticeship.</p>
REPORTING TO:	Head of Science
LOCATION:	Based at The Hinckley School with a requirement to travel to work at or for schools in the Trust
SALARY:	National Apprenticeship Wage 32.5 hours per week, 39 weeks per annum Monday – Friday: 8:30am – 3.30pm (half an hour lunch unpaid)
START DATE:	ASAP
BENEFITS:	<ul style="list-style-type: none">• Competitive rates of pay• Extensive professional development opportunities across the Trust• Career pathways across the Trust• Teacher/Local Authority Pension Schemes• Online retail discount• Employee Assistance Programme• Family Friendly policies to support family & carer commitments• Flexible Working Arrangements <p>www.thefuturestrust.org.uk/why-work-for-the-futures-trust</p>

The Futures Trust and The Hinckley School are committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

EST:

JOB DESCRIPTION

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

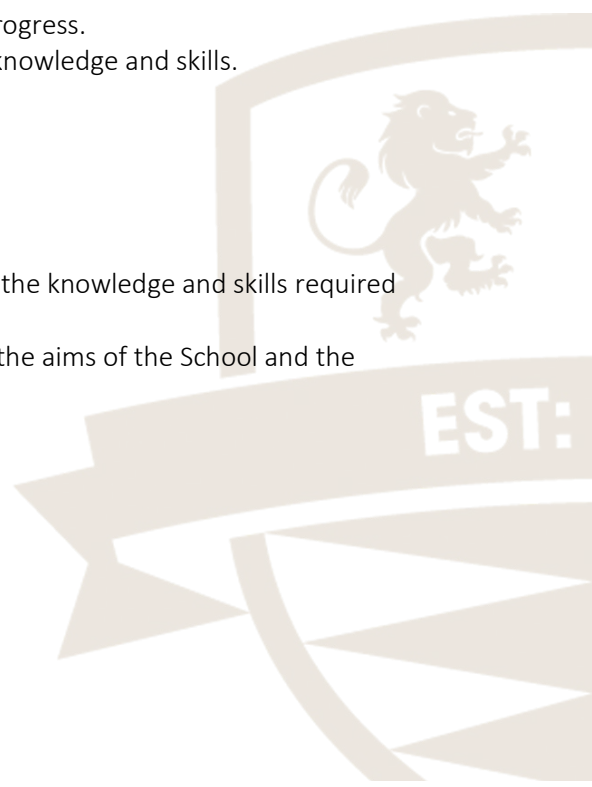
- Undertake training and qualifications relevant to the role.
- Participate in regular mentoring and assessments to track progress.
- Engage in professional development opportunities to build knowledge and skills.

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

	Essential Criteria	Desirable Criteria	Measured By
Education and Qualifications	<ul style="list-style-type: none"> • GCSE 4/C grade or higher (or equivalent) in English, Maths & Science • Willingness to undertake a Level 3 Science Technician Apprenticeship 	<ul style="list-style-type: none"> • Educated to Advanced Level / NVQ Level 2- 3 or equivalent 	Application form Certificates
Skills and Abilities	<ul style="list-style-type: none"> • Able to follow the school's safeguarding procedures and recognise when to report any concerns • A keen interest in science and laboratory work. • Basic understanding of scientific principles and practical experiments. • Good organizational skills and attention to detail. • Ability to follow health and safety regulations. • Strong communication and teamwork skills. • Enthusiastic, proactive, and eager to learn. • Reliable and able to work independently with guidance. • Adaptable and able to respond to the needs of a dynamic working environment. • A commitment to supporting the educational development of students. 	<ul style="list-style-type: none"> • Previous experience in a laboratory or school environment (e.g., through work experience). • Knowledge of COSHH and CLEAPSS regulations. • Familiarity with laboratory equipment and its uses. 	Application form Interview



Experience	<ul style="list-style-type: none"> • Experience of working with young people 	<ul style="list-style-type: none"> • Experience of working in an educational setting 	Application form
Knowledge and understanding	<ul style="list-style-type: none"> • An understanding of safeguarding and child protection. • Basic knowledge of the nature of work undertaken by a science department in a secondary school. 		Application form Interview
Other requirements	<ul style="list-style-type: none"> • A professional role model who is committed to their own continuous professional development and to developing others. • 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. • Values diversity and the unique contribution that every individual makes to the learning community. • Demonstrates professionalism, loyalty and integrity. • Able to work flexibly, and to attend meetings as required 		Interview



HOW TO APPLY

CLOSING DATE:	9am Monday 24 th February 2025
INTERVIEWS:	TBC

If you wish to find out more about this role at The Hinckley School and a career within The Futures Trust please contact the Recruitment Team on – Tel: 02477 102134.

To apply for this post, please download an application form from [HERE](#) and return to recruitmentadmin@thefuturestrust.org.uk

On application please read the following policies found [HERE](#)

- The Hinckley School Child Protection & Safeguarding Policy
- The Futures Trust Safer Recruitment Policy
- The Futures Trust 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.

