



**NOTRE DAME HIGH SCHOOL
SHEFFIELD**

Science Technician

Permanent/37 hours per week/ term-time plus one week

About the Department:

The Science Department is located to the front of the main school building, its prominent position reflecting its high profile in the school. Three technicians provide support for seventeen teachers working in accommodation which comprises thirteen laboratories, offices, a staff work room and prep rooms.

Science operates under a Director of Science but each discipline, Biology, Chemistry and Physics, has a Head of Department who all meet regularly to discuss and plan strategic development.

All students study Science for three hours per week in Year 7 and 8. At Key Stage 3, students follow a recently revised curriculum tailored to better prepare our students for their GCSE studies in Science. During Years 9 – 11, students study for either: AQA GCSE Biology, Chemistry and Physics, doing 6 hours per week; or AQA Combined Science: Trilogy, for 4 hours per week.

In the Sixth Form, the courses offered are A Levels in Physics, Chemistry and Biology. Chemistry follow the Salters scheme, Biology is AQA and Physics follows the Edexcel specification. All 3 Sciences attract increasingly large numbers of students at A Level.

About the technician's role:

The role of a technician varies from day to day and tasks include:

- Making up solutions.
- Assembling Apparatus.
- Delivering equipment to rooms.
- Collecting, checking, and returning equipment to stores.
- Taking care of laboratory equipment and apparatus.
- Carrying out and arranging for maintenance and repair of resources.
- Constructing and modifying apparatus.
- General laboratory cleaning (bench surfaces, sinks and fixed equipment).
- Cleaning glassware
- Organising and storing chemicals equipment.
- Stocktaking chemicals and / or equipment. Maintaining the science budget
- Disposing of waste materials.
- Caring for plants.
- Trialling practical activities.

- Carrying out risk assessments for technician activities.
- Providing technical support to teachers.
- Keeping up to date with developments in practical science.
- Keeping up to date with health and safety requirements.
- Carrying out health and safety checks on laboratories, prep rooms, and stores.
- Carrying out safety checks, which may include electrical equipment, fume cupboards, first-aid kits, pressure vessels and the condition of Bunsen burner tubing, eye protection, glassware, and chemicals that deteriorate.
- Placing orders; checking deliveries.
- Liaising with the Heads of Departments and Science teaching staff.
- Laundering protective laboratory coats using the facilities available in the Science Department

About the school

Notre Dame is a Catholic school with a strong ethos at its heart. All staff are expected to uphold and contribute to the ethos of the school, which is what makes it a special place to work.

The ability and enthusiasm to contribute to extra-curricular activities in school will be an advantage.

Notre Dame High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post has a high level of responsibility for safeguarding and promoting the welfare of children and young people.

Professional Development

At Notre Dame the ongoing professional development of all staff is a key priority. Our view is that we can always improve, not because we are not good enough but because we can be even better at what we do and that this in turn will ensure the very best outcomes for our students. We also aim to help staff to be ready for their 'next step' in their careers whatever that might be.

In order to achieve these aims we:

- Have an ethos of 'learning together' through joint practice development which is conducted in a supportive and developmental way. Staff are encouraged to take risks and use research and evidence-based approaches to improve their classroom practice and work.
- Encourage staff to be reflective and take the lead in their own professional development so that their individual needs are met

The closing date for receipt of completed applications is: 9am on Monday 3rd November 2025

This post has a medium level of responsibility for safeguarding and promoting the welfare of children and young people.

Notre Dame High School expects all candidates to familiarise themselves with our Safeguarding Policy which can be found on the school website <https://www.notredame-high.co.uk/about-the-school/school-policies>

Notre Dame High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to complete an Enhanced DBS Check.