



APPOINTMENT OF SCIENCE TECHNICIAN (part-time)

Required for January 2026

Closing date: 9am, Monday 24th November 2025
Interviews to follow thereafter

Christ's School, Queen's Road, Richmond upon Thames, TW10 6HW
Tel: 020 8940 6982 Email: hr@christs.school
www.christs.richmond.sch.uk



CHRIST'S SCHOOL

November 2025

Dear Candidate

Thank you for your interest in the part-time Science Technician post at Christ's School.

Christ's School is a Church of England comprehensive school for 1,000 young people aged between 11 and 18. Our vision is to deliver Excellence as Standard to every member of our Christ's family: excellent leadership; excellent staff; excellent outcome and excellent partnerships.

Our school is situated on an enviable site adjacent to Richmond Park in Richmond upon Thames in South West London. We have excellent links with our feeder primary schools and the local community. We are proud to be a faith school and welcome students from Christian and other religious backgrounds.

At Christ's School we combine our expectations for students' excellent academic achievement with an emphasis on their personal growth as well-rounded individuals. Our aim is for students to become confident, successful, responsible young people, who love learning, have a desire to lead and serve and are ambitious for their own futures.

Our learning environment is inspirational, supportive and happy, and based on the Christian values of Love, Justice and Peace. We provide outstanding educational opportunities and experiences for each of our students to enable all to explore intellectually, to grow emotionally and spiritually and to achieve their full potential.

Our Behaviour for learning approach focuses on restorative practice and recognises the importance of building positive relationships with individual students. It is based on the work of Paul Dix at Pivotal Education. We are proud to be a Regional Hub School for Pivotal and have achieved their Gold Award in recognition of our work in this area.

Our results continue to go from strength to strength. We were particularly pleased with our 2021 Ofsted inspection. This was a section 8 inspection, and as such, the overall grading cannot change and so we remain a 'Good' school. The inspection recognised the significant progress we have made as a school since our last Ofsted in 2016. The inspectors captured our ethos and unique identity very quickly during their inspection, and the dedication our staff have to ensuring students are valued and celebrated every day, was recognised so strongly. "Pupils say being at Christ's School is like belonging to a large family. They want to achieve their best. Pupils are happy and feel very safe here [and] are proud to be members of this school. The school welcomes and values all pupils. Pupils behave well. They respect each other and show kindness and consideration to all" and "staff are proud to work at the school". Our SIAMS inspection report also found the school to be outstanding at meeting the needs of all learners.

Applications should be sent in the form of a completed online application form including a supporting statement. This should outline how your skills and experience fit the job and person specifications, the impact you have made in your current/most recent role and should be no longer than 3 sides of A4, font size 12.

Please email completed applications to Mrs Julia Ralph - hr@christs.school. We are looking for completed application forms (email only) to be returned **by 9am Monday 24th November 2025**. Interviews to follow thereafter.

Early applications are welcome and we reserve the right to appoint before the closing date if we find a suitable candidate.

Christ's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Christ's School is an Equal Opportunities employer as detailed in our Equal Opportunities Policy.

Shortlisted candidates will be subject to online checks, with any resulting concern/queries to be addressed at interview.

Any appointment made will be subject to checks that details given on the application form are as stated. It will also be subject to receipt of a satisfactory medical disclosure form. Before an appointment can be confirmed a DBS, enhanced disclosure will be required.

Please visit our website where you will be able to find out more about our school, ethos, and vision. If you have any queries about the application process or would like to arrange an informal visit, please contact Julia Ralph on 0208 439 9652.

At Christ's we deliver Excellence as Standard. If you believe you can help us realise our vision, we look forward to hearing from you.

Yours sincerely,

Helen Dixon
Headteacher

Job Description: Science Technician

Job Title:	Science Technician
Responsible to:	Senior Science Technician
Responsible for:	Preparation, cleaning, maintenance and development of equipment and resources for the successful delivery of the Science curriculum
Salary and scale:	NJC point 7 (range 7 to 10) FTE £30,288 to £31,611 p.a. Part-time = £13,007.75 p.a. (actual)
Hours:	Part-time – 18 hours per week – term time only (39 weeks) Hourly/weekly pattern is flexible and to be agreed at interview but ideally 5 mornings a week/term time (Full-time = 36 hours)
Contract Type:	Fixed term until 31st August 2026

Mission

At Christ's School we combine our expectations for students' outstanding academic achievement with an emphasis on their personal growth as well-rounded individuals. Our aim is for students to become confident, successful, responsible young people, who love learning, have a desire to lead and to serve, and are ambitious for their own futures.

Our learning environment is inspirational, supportive and happy, and based on the Christian values of Love, Justice and Peace. We provide outstanding educational opportunities and experiences for each of our students, to enable all to explore intellectually, to grow emotionally and spiritually and to achieve their full potential.

Our ambition is that Christ's is a community where students:

- achieve their full academic, sporting, musical and artistic potential;
- have a life-long curiosity and passion for learning;
- are creative thinkers, capable of taking risks in their learning and of studying independently;
- are spiritual individuals, compassionate and sensitive to the needs of others and of self;
- embrace diversity and have a commitment to equality and inclusivity;
- are considerate, polite and always act respectfully towards others;
- develop personal qualities of leadership, courage, integrity, resilience and determination;
- make a positive contribution to their community and to society as a whole;
- are team players, who work collaboratively to achieve shared goals;
- feel comfortable socially and express themselves confidently in a range of situations.

Job Summary

To organise, deliver and develop technical services to the Science Department/Faculty of the School in order to support the teaching of a range of Science subjects by that Department.

Principal Accountabilities

1. Maintaining the delivery of technical services to the Science Department assisting with the use of equipment and supplies as teaching aids as required.
2. Assisting teaching staff in the identification of the technical support needs generated by the curriculum and development of the curriculum.
3. Ensuring compliance with health and safety regulations is maintained at all times in the delivery of technical services.
4. Continuing to develop professionally to ensure the service and advice to the Department is up to date in all areas.
5. Completing other, appropriate, tasks as directed by the senior technician.

Duties and responsibilities:

Main duties and responsibilities are indicated here. Other duties of an appropriate level and nature will also be required.

1. Maintaining the delivery of technical services, including:
 - Ensuring the maintenance of a system for notification of practical requests, with appropriate notice periods and feedback to teachers on availability.
 - The preparation, assembly, setting up, and testing of materials, components, apparatus, tools and equipment and ensuring their retrieval and clearing away after use. Carrying out demonstrations when required.
 - Ensuring the requirements for practical examinations/assessments are met, including attending practical examination previews if appropriate.
 - Providing technical advice and assistance to teachers and pupils including assisting in practical classes where appropriate. Constructing and/or modifying simple apparatus using basic workshop skills.
 - Assisting the maintenance and repair of apparatus and equipment either by staff or contractors, including annual insulation and earth bond testing of mains electrical equipment and annual monitoring of fume cupboards as required by COSHH legislation. Maintaining accurate records of all maintenance, repair and testing carried out.
 - Setting up, operating and monitoring systems to ensure the maintenance of practical facilities and laboratory services, liaising with other staff as appropriate. Locking up of laboratories and stores and securing equipment when not in use.
 - Overseeing the maintenance of the Department's specialist resources, including animal and plant collections, and observing Home Office regulations governing the same.
 - Assisting with the provision of apparatus and materials for microbiological, radioactive and chemical work, and compliance with COSHH regulations governing the same.
 - Arranging the collection of specimens for curriculum purposes.
 - Ensuring correct use and simple maintenance of audio visual aids specific to the Science Department.

2. Assisting teaching staff in identifying needs generated by the curriculum, including:
 - Participating in the development of the Science Department's practical and technical facilities to meet teaching/learning needs, including assisting in planning layout of new facilities and advice on specialised requirements in furniture, fittings and services.
 - Identifying equipment needs in consultation with teaching staff and participating in the selection of new items.
 - Maintaining awareness of recent scientific and education developments. Advising teaching staff of the technical requirements raised by the curriculum and identifying in conjunction with teaching staff the technical support needs generated by curriculum development.
 - Collaborating with other technicians within the department.
3. Ensuring compliance with health and safety regulations, among others, matters relating to COSHH, Health and Safety at Work Acts, Electricity at Work Regulations. Ensuring compliance with the Authority's regulations and Departmental Policies, including:
 - Operating and monitoring systems for the safe storage of equipment, apparatus and materials, including chemicals.
 - Assisting with the disposal of waste laboratory materials, including chemical and biological waste.
 - Ensuring satisfactory maintenance of laboratories, storage rooms and preparation rooms, and liaison on safety and relevant legal requirements.
 - Ensuring that apparatus, equipment and tools are appropriately maintained and issued.
 - Provision of advice and assistance to staff on safe working practices and problems relating to health and safety, in particular on the use of apparatus and equipment.
 - Ensuring that risk assessments are available and that all staff are aware of their location. Maintaining a resource bank of safety information.
 - When trained, first aid treatment of minor laboratory injuries and maintenance of first aid equipment in laboratory areas.
4. Participating in relevant training as identified by review and the School Development Plan.

Financial Responsibilities:

Assisting the Senior Science Technician in managing the school's budget for purchase of Science Department consumables.

Conditions of Service:

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate.

Special Conditions of Service:

The post holder may be required to work outside of normal school hours on occasion, with due notice.

Christ's School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants will undergo appropriate child protection screening including checks with past employers through the Disclosure and Barring Service.

Christ's School's Equality Statement

Christ's School is committed to positively tackling discrimination in all its forms and works to ensure that all sections of the community have fair and equal access to and experience within employment. We welcome applicants from all backgrounds and communities, in particular those that are currently underrepresented in our workforce: we are respectful of all individuals' race, age, religion, gender identity, sexual orientation, caring responsibilities, disabilities and cultural background.

Person Specification – Science Technician

The person appointed will be able to engage and challenge students to enable them to achieve their best.

The successful candidate should possess the following:

<u>CRITERIA</u>	Essential / Desirable			Assessed by application / interview process	
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<u>QUALIFICATIONS AND REQUIREMENTS</u>					
BTEC/TEC Higher Certificate or Advanced City and Guilds or HNC/HND or Bsc or equivalent	√			√	
Certificate for the testing of mains electrical equipment. First aid certificate		√		√	
A commitment to the protection and safeguarding of children and young people	√				√
An understanding and commitment to the Christian ethos of the school	√			√	√
<u>EXPERIENCE</u>					
Minimum of 3 years relevant experience (including training)	√			√	√
Experience of a similar post in a school		√		√	√
<u>SKILLS, KNOWLEDGE AND APTITUDES</u>					
Knowledge of science in relation to the main subject specialisms and curricular requirements	√			√	√
Knowledge of relevant health and safety regulations	√			√	√
Knowledge of available materials, apparatus and equipment		√		√	√
Awareness of ongoing trends and developments in curriculum content and teaching methods		√		√	√
Knowledge of the organisation and administration, aims and objectives of a school.		√		√	
Understanding of school budgeting		√		√	
Awareness of educational developments which affect the role of a science technician		√		√	
Knowledge of learning theory and teaching methods		√		√	

<u>PERSONAL ATTRIBUTES</u>					
High level of general laboratory technical skills and the ability to respond technically to changes in course content and teaching method	√			√	√
Ability to manage systems of acquisition, processing maintaining and repairing stock		√		√	√
Ability to organise own tasks with minimum supervision and to set and work to agreed targets	√			√	√
Ability to communicate effectively with students and persons at all levels	√			√	√