

M.



The **McAuley** Catholic High School & Sixth Form

CANDIDATE PACK

SCIENCE TECHNICIAN



Dear Candidate,

Thank you for showing interest in our school.

At McAuley there is a pattern. Staff join us and stay! It's not just about the great pupils. It's the staff first approach which ensures we care and support staff like few other schools do.

We are looking for someone to join our busy and vibrant Science Department. If you have a passion for science, education and want to part of a great team, then we want to hear from you.

If successful, you will be joining McAuley, the biggest school in Doncaster and the biggest Catholic school in Hallam Diocese at a very exciting time.

As Head, I am committed to staff welfare and well-being and see my role as removing those obstacles that prevent staff being brilliant.

We have a well-developed Staff First Policy. We're committed to bringing the very best people to work at McAuley to join a community of Learners committed to the values and vision of the school and dedicated to making a difference to the children we teach.

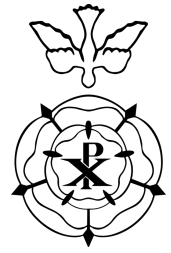
If you want to be part of something genuinely unique then we want to hear from you.

Informal discussions are positively welcomed by emailing recruitment@mcauley.org.uk

James Tucker
Headteacher

M.

The McAuley Catholic High School



WHY MCAULEY?

- Large Catholic Comprehensive School
- Enrolment of 1,200 students in Years 7 to 11
- A Sixth Form with 300 students
- Recipient of the ArtsMark Gold Award
- Designated as an Inclusivity Quality Mark Centre of Excellence
- Received a "Good" rating from Ofsted in all areas (December 2023)
- Achieved positive outcomes in Key Stage 3 and Key Stage 4 assessments
- Consistent back-to-back +P8 scores
- Offers a diverse array of Sixth Form courses
- High staff morale and engagement
- A vibrant and unique student body
- Emphasises a family-first ethos, prioritising the welfare of staff and the community



'I have come that they may have life and have it to the full.'
- John 10:10

Job Profile**Science Technician**

Under the overall direction and control of the Head of Science to work with teaching staff to support the teaching and learning in the department by ensuring the effective preparation, maintenance and storage of equipment and materials for science lessons. This will also include supporting the team in departmental admin. To provide technical advice to support students and assist staff with teaching and learning activities.

1. Key Duties/Areas of Responsibility

2. To prepare equipment, materials and solutions and to set up and check apparatus for use in practical lessons and for demonstrations (providing sufficient notice is given).
3. To retrieve and clear away apparatus and materials after lessons have taken place .
4. To liaise with the school reprographics team as required in order to facilitate the copying of assessment materials and curriculum resources/booklets.
5. To be responsible for labelling, dating and storing all chemicals and materials in line with the school Health and Safety policy and also in line with CLEAPPS.
6. To ensure that cleared equipment is checked, cleaned and returned to the appropriate store.
7. To keep all Science areas clean and tidy and keep sinks unblocked.
8. To keep Labs supplied with soap, paper towels, and spills.
9. To maintain plants; plants should be propagated at appropriate times.
10. To liaise with the Curriculum Leader or Subject Lead in order to requisition and purchase of subject specific materials as needed.
11. To monitor the transfer of equipment between sites.
12. To carry out periodic stock-taking and check against inventory for each laboratory
13. To ensure that work set during staff absence can be accessed by cover teachers.
14. To assist staff with class practical work when appropriate.
15. Liaising with staff/senior staff on all health and safety matters and safety procedures in laboratories, make recommendations and monitoring good practice including safety advice issued by LA, CLEAPPS.
16. Assist with pupil first aid/welfare duties which may include, first aid, looking after sick pupils, liaising with parents/staff etc. if required.

17. Be aware of and support difference and ensure equal opportunities for all.
18. Contribute to the overall ethos/work/aims of the school.
19. Appreciate and support the role of other professionals.
20. Attend and participate in relevant meetings as required
21. Participate fully in the appraisal process and any required/desired professional learning.
22. Any other reasonable duties deemed appropriate and commensurate with the role and salary grade.

Job Specific Notes

At The McAuley Catholic High School we are absolutely committed to keeping our young people safe by working together to safeguard and promote the welfare of children. Recruitment processes in our school comply with 'Safeguarding Children 2016' and we would expect the successful candidate to share our commitment protect children. All newly appointed colleagues will undergo an enhanced DBS as well as strict recruitment and employment checks.

Grade 5

37 Hours per week, term time plus 5 working days

Person Specification		
Qualifications and CPD	Essential	Desirable
Good standard of Education including literacy and numeracy	X	
NVQ4 Qualification in Science or equivalent qualification	X	
Evidence of personal professional development		X
Experience, Knowledge and Skills	Essential	Desirable
Experience of working in an education setting		X
Working knowledge and skills of science preparation and the use of specialist equipment/resources	X	
Working Knowledge of national science curriculum according to particulars of the post.		X
Full working knowledge of H&S legislation and Guidance in respect of Science Education including C.O.S.H.H and radioactive substances		X
Personal Attributes	Essential	Desirable
Good communication skills both written and verbal	X	
Good interpersonal skills	X	
Ability to meet strict deadlines	X	
Ability to work successfully in a team	X	
Ability to work on your own initiative	X	
Ability to form & maintain appropriate relationship with colleagues & young people.	X	
Good organisational and time management skills	X	
Good trouble shooting/problem solving skills	X	
Ability to work under pressure	X	
Sense of Humour	X	
Honest, reliable and loyal	X	
Able to demonstrate flexibility within the working environment	X	
To be able to follow the codes of conduct for child protection and hold strict confidentiality on children and school related information	X	
Other Requirements	Essential	Desirable
A commitment to safeguarding and promoting the welfare of children & young people	X	
A commitment to and ability to implement the principles of equal opportunities and inclusion	X	
An understanding of the distinctive nature of Catholic Education and a willingness to lead and support our school ethos.	X	



Working at McAuley. What's in it for you?

Our 'staff first' policy means that we invest in our people. Our staff tell us what they value.

- Wellbeing time – this is time off for all staff up to one day a year to engage in wellbeing or family occasions that would not normally be covered under the leave of absence policy
- Wellbeing CPD for all staff – from the McAuley Minds working group, through to staff wellbeing sessions, we encourage all colleagues to participate in the programmes that we offer this could be learning how to make a curry through to menopause awareness, crafting, darts. There is something for everyone even reminding people how to laugh!
- Staff Wellbeing suggestion boxes – these are regularly emptied!
- Staff Wellbeing surveys – regular surveys allow us to see how we are doing and what we need to change stop doing or consider.
- Membership of Westfield Health – the school pays for level one of a cash policy so you can claim for optical, dental and other therapies such as physio and chiropractic appointments. In addition, you will have access to Doctor Line which offers our staff general appointments with a private GP when you are unable to see your own doctor at short notice.
- Employee assistance programme – from practical legal support through to face-to-face counselling, the 24 hour counselling and advice line offers our staff access to a range of issues such as mental health, physical health, financial health and debt management, trauma, parental support and relationship support any time of the day or night 365 days a year.
- Westfield Rewards – being a member of Westfield Health also gives you access to a range cash back or percentage discounts off high street retailers and supermarkets when you shop online or reloadable auto top up vouchers for your weekly shop helping you budget and save with a large range of retailers.
- Working Day – The timing of our school day, means a 2.15pm finish for students and means that staff have a significant part of the afternoon to do what they want to do, whether that is pick your own children up from school, engage in some form of exercise or go to that appointment you have been putting off. It gives staff extra flexibility to manage that work life balance.
- Email protocol – Our email policy takes the pressure off receiving emails at unacceptable times. We do not expect you to receive or send emails outside of your working day and we have an email embargo in between the hours of 7pm to 7am and weekends. Our policy is to speak to each other!
- Leave of absence policy – We know that there are times when we need to have time off work for whether that is because of an emergency or if you are taking your driving test. Our generous leave of absence policy allows you to request an absence during the school day when you find it is not possible to manage outside of working hours. Depending on your request, this will be either paid or unpaid, however we will always try and support your work life balance by doing what we can to give you that time. If we can't, we will explain why.