

CRANMORE

INDEPENDENT DAY SCHOOL

Science Technician

From January 2026 or earlier

Role Description

Dear Applicant

Thank you for your interest in Cranmore. Appointing the right staff is one of the most important elements of my role as Headmaster. I and my team are committed to getting to know you well during our recruitment process and giving you the opportunity to see life at Cranmore.



I am incredibly proud of my colleagues and their professionalism and expertise which are key to us delivering all round excellence across a broad curriculum enriched with co-curricular activities. In our February 2022 inspection report inspectors highlighted that the school promotes a very positive, caring and welcoming ethos and judged the quality of pupils' academic and other achievements, as well as the quality of their personal development to be 'excellent'.

In 2019, we came together with neighbouring school St Teresa's to form Effingham Schools Trust (EST), based on a diamond model – a powerful and exciting educational proposition, delivering all the advantages of both single sex and co-education to girls and boys. The partnership has proven incredibly successful, providing new opportunities for pupils of all ages. EST is delighted to be able to continue to grow with Manor House School joining the Trust in September 2023. Three modern, progressive schools, with enviable facilities will deliver best practice teaching to their pupils, whilst maintaining exceptional pastoral care.

It is a privilege to lead an excellent school with an exceptional sense of community. I hope that you will be as excited about the opportunity to join us as we are about building upon our success.

A handwritten signature in blue ink, which appears to read 'Barry Everitt'. The signature is fluid and cursive, written on a white background.

Barry Everitt
Headmaster

We are looking for a reliable, enthusiastic and motivated individual for the role of Science Technician. They will be passionate about learning, a team player and will contribute to the development of this successful and well-resourced department. There are a wide range of tasks involved in the day-to-day running of the school laboratories and preparation rooms. These tasks are essential to enable the teaching staff to deliver the curriculum to students in years 4-11. There is an energetic atmosphere in the department with much support and sharing of ideas and skills. The successful candidate will report to the Head of Science and will be an integral part of the department.

Roles and Responsibilities

The Science Technician is responsible for the following areas, although the list is not exhaustive.

- Preparing materials, making up accurate chemical solutions and assembling apparatus as required by teaching staff for demonstrations or class experiments.
- Removing all apparatus and chemicals at the end of lessons. Cleaning all apparatus, disposing of all waste, including the treatment and disposal of hazardous waste.
- Organising safe and secure storage of materials and apparatus including hazardous items. Taking responsibility for the proper tracking of chemicals and ensuring they are accounted for in accordance with CLEAPSS recommendations.
- Maintaining equipment and apparatus to include simple repairs.
- Ordering items to maintain stock levels, checking deliveries and dealing with any discrepancies.
- Collecting flora and fauna as necessary, carrying out routine care of plant and animal collections.
- Mounting displays of materials, visual aids and students' work.
- Assisting with maintaining Health and Safety standards in the Science Department including undertaking routine checks to ensure department areas remain safe
- Attending Departmental meetings as required.
- Any other reasonable duties which might, from time-to-time, be required.

Hours

25 Hours per week during term time plus all INSET days.

Exact days and hours during term time to be agreed with Head of Science.

Person Specification

Relevant experience is required, preferably in an educational environment.

The successful candidate will:

- Have experience of all science disciplines
- Have awareness of COSHH, CLEAPSS and Health and Safety Guidelines.
- Have good oral and written communication skills.
- Be self-motivated, with an ability to work with minimal supervision or as a member of a team as circumstances require.
- Have competent IT skills, with the ability to use Microsoft Office packages including Word and Excel.

Salary & Benefits

Salary will be in the range of £23,500 - £25,500 FTE dependent on experience and qualifications.

- Working in purpose built science labs and 2 prep rooms across the main school building and a brand new science and technology building.
- Generous contributory pension scheme.
- Refreshments and lunch provided during term time.
- Parking for staff members is provided onsite.
- Employee Assistance Programme - A free, confidential 24-hour telephone service.
- Staff may use the school's sports facilities including a fitness suite, 25-metre indoor pool, 6 hole golf course and squash courts.