



King's High School



Information for Applicants

Job Title: Science Technician up to 38 hours and 45 minutes
To start September 2026

A message from the Head



I am delighted that you are taking the time to find out more about joining King's High – a remarkable school and a very special community.

I hope that this brochure conveys a sense of the inspiring and dynamic culture at our school and across our Foundation.

King's High is a very special community, where we strive for excellence and to make a difference in our world. Our community strength lies in our relationships – between staff, pupils, parents, across our Foundation family of schools, our alumnae and partnerships with our local community.

King's High is an exceptionally vibrant environment in which to work with a forward-looking, innovative ethos. Our expert staff show exceptional commitment to our students both in the classroom and in their wider endeavours.

I very much hope that you will be inspired by what you discover about us and that you will wish to be a part of this exciting community; I look forward to receiving your application.

Dr Burley
Head Master



The School

Founded in 1879, King's High School provides independent, single-sex day education for more than 800 students aged 11 to 18. The school is renowned for its friendly and welcoming atmosphere and its strong reputation as a centre for educational innovation. It is founded on a distinguished academic tradition tailored to the individual needs of our students. We pride ourselves on the outstanding academic performance and broader creative and co-curricular passions of our students.

We value friendship, social responsibility, intellectual curiosity, and creative thinking. Students are encouraged to follow their interests and excel in subjects they enjoy. Our aim is for our students to grow into happy, confident, and compassionate young women with the ability to reason, analyse, learn independently and exercise strong judgement and leadership.

As we celebrated our 140th year, the school moved into its stunning new home on the Myton Road Foundation campus in September 2019, joining Warwick School and Warwick Preparatory School. In 2021 The Kingsley School in Leamington Spa also joined our Foundation.

King's High School is one of the leading girls' schools in the UK. We are a multi-award winning school that has attracted considerable national attention for our recent work and innovations. We were recently crowned Senior School of the Year by the Independent Schools Association and won the ISA Award for Future Readiness. We have been Finalists for Girls' School of the Year for the last three years and were also Finalists in TES Independent School of the Year Award. We were recently ranked The Sunday Times' top independent school in the region for academic performance and Dr Burley won Tatler's Best Head of a Public School Award. Tatler described us as a 'school of the future' and we have also achieved a significant strength for our work on changemaking and community action in our latest ISI report. We currently rank as the 8th best girls' school for sport in the UK.

Above all, we are proud of our warm, friendly, and positive ethos which places our students at the heart of all that we do.

www.kingshighwarwick.co.uk



Warwick Schools Foundation comprises: King's High with Warwick Preparatory School, Warwick School with Warwick Junior School, and The Kingsley School. The Foundation is unique in the Midlands, offering co-education for our pupils aged 3 to 7, and single-sex education from age 7 onwards. This offers the best of both worlds for our pupils: teaching specifically tailored to their needs with extensive opportunities to collaborate outside the classroom.



The Role

We are seeking to appoint an outstanding and innovative Science Technician. The role is term time only, working 38.75 hours per week Term-time only plus 1 week in the holidays. For the right candidate, the hours of working could be flexible.

The successful candidate will have excellent communication and people skills, a positive mindset, and a forward-thinking approach to supporting Science education in a busy and well-resourced school Science Department. They will join an experienced and supportive team of 4 other full and part time technicians who work collaboratively to deliver a large amount of curricular and co-curricular practical science from year 7 to Sixth Form. There is opportunity to contribute to resource development and training for specialist technician tasks may be available.

The successful candidate will be able to work to deadlines, multi-task effectively and work flexibly within a team. They will need an excellent awareness of the health and safety regulations.

Responsible to: The Lead Science Technician and the Head of Science.



Job Description

The Foundation considers this document as a “snapshot” of the job and the tasks listed are not an exhaustive list. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.

Key Duties and Responsibilities

- ☐ *Work as part of a team of technicians who prepare the laboratories for use and organise the efficient operation of all the laboratories daily*
- ☐ *Prepare and clear away resources for science lessons and activities*
- ☐ *Keep the laboratories tidy and storage units clean and orderly*
- ☐ *Wash up all used glassware or equipment daily*
- ☐ *Undertake the day-to-day maintenance of laboratory equipment*
- ☐ *Carry out relevant safety checks and tests on chemicals, equipment and radioactive sources on a regular basis*
- ☐ *Handle and store general apparatus and chemicals in accordance with COSHH and other Health and Safety regulations ensuring that a suitable risk assessment has been carried out*
- ☐ *Undertake or assist with all routine Health and Safety checks required within the science department*
- ☐ *Contribute to monitoring of all stock, including an annual stock-take and input of equipment and chemicals on the computer database system in collaboration with other technicians*
- ☐ *Source and price new equipment and materials for ordering in consultation with the Lead Technician*
- ☐ *Check orders when delivered and reports any issues to Lead Technician.*
- ☐ *Liaise with Lead Technician and Head of Department on use of petty cash to shop for consumable items used in experiments*
- ☐ *Work with Head of Department/Head of Science and teaching staff to develop new practicals, including trialling new experiments and apparatus construction*
- ☐ *Demonstrate routine experiments and equipment to new staff*
- ☐ *Support the use of datalogging within the science curriculum, including set up of data loggers, trialling and producing experimental instructions for classes.*
- ☐ *Attend Science departmental meetings, individual departmental meetings and meetings with the Head of Science when required*
- ☐ *Perform various administrative duties within the science department*
- ☐ *Assist members of staff with classes and accompanies educational trips and visits when requested*
- ☐ *Occasionally supervise students doing practical investigations outside of lesson time provided a suitable risk assessment has been performed by the teacher*
- ☐ *Where appropriately qualified, assess pupils' minor accidents and escort to School Nurse when necessary*
- ☐ *Safeguarding: To adhere to the School Policy on safeguarding and undertake training as required and to ensure the safeguarding and well-being of children and young people at the school, in accordance with School policies.*



Further Details

The Employer is Warwick Schools Foundation.

Salary

The salary scale for this role is Point 16 to Point 19. P16 pro-rated £21,781 and P19 pro-rated £22,731. This role is for 38.75 hours per week, term time only plus Inset Days and one week in the holidays.

Benefits for Staff

- Staff Fee remission at our Myton Campus
- Complimentary lunch and refreshments
- Free parking
- A virtual GP and Physio service
- Access to a wide range of retail discounts
- Salary sacrifice schemes
- Use of the Sports plex for staff
- A strong, supportive staff community

Pension

Applicants will be automatically enrolled into a competitive contributory pension scheme (employer contributions up to 14%).

Safeguarding and Protection of Children and Young Persons

In accordance with the Children's Act 1989, on appointment post holders will be required to commit to their responsibilities with regards to safeguarding. In addition, offers of appointment will be subject to an enhanced criminal record check from the Disclosure and Barring Service (DBS).

These checks will highlight cautions, reprimands, and final warnings as well as any convictions. The post holder must not have any spent or unspent convictions that would prevent working with children.

All staff are required to adhere to the School Policy on safeguarding and undertake training as required and ensure the safeguarding and well-being of children and young people at the school, in accordance with School policies.

Appointment Method

Interview

The Application Form

Candidates must submit a letter of application outlining how they meet the job and person specification and what they can offer to the Department and the School.

If you have any queries about the completion of the form, please contact Mrs Eliza Wathen (Head's PA) e.wathen@warwickschools.co.uk



Appointment Timetable

Deadline for submission of applications on the standard application form – 10th August 2026

We will be reviewing applications and interviewing candidates as they are received, so early applications are encouraged.

Interview date: 19th August 2026



Person Specification

	Essential	Desirable	Method of assessment
Qualifications	Educated to a high level with good Maths, English and Science GCSES or equivalent.	- A levels in Sciences - Degree level qualification or equivalent experience in Science. - Science technician qualifications	- Contents of the Application Form - Copies of qualifications
Experience	Previous experience in a science laboratory	Previous experience as a school science technician	- Contents of the Application Form - Interview - Professional references
Skills	☐ Confident with handling science laboratory equipment ☐ Ability to manage and maintain an accurate stock record ☐ Basic IT proficiency e.g. Microsoft office applications ☐ Ability to work as an individual and as part of a team ☐ Ability to make decisions, acting on own initiative, dealing with problems as they arise ☐ Well organised and able to manage time efficiently ☐ Ability to deal with staff, students and visitors with good communication skills and a professional manner ☐ Ability to communicate clearly and positively with young people	- Confident with handling A level science practical equipment - Experience handling radioactive sources. - Experience with pressure vessels. - An up-to-date awareness of Health and Safety in Science (CLEAPSS) - Experience using lablogger or equivalent school science prep room applications.	- Contents of the Application Form - Interview - Professional references



	Essential	Desirable	Method of assessment
Personal competencies and qualities	A wholly professional attitude to include: • An enthusiasm for science education for young people • Ability to work closely with a team of other technicians • Commitment to high standards. • Commitment to own professional development. • Commitment to collaboration, where appropriate, with other schools in the Foundation. • Support for school aims and policies. • Ability to be positive and enthusiastic. • Tact and discretion and understanding the importance of confidentiality. • Ability to cope with pressure • Loyalty and dependability. • Soundness of judgement. • Ability to prioritise and organise self. • Ability to listen and work in a team.	• A willingness to contribute to co-curricular activities, school life and events	• Interview • Professional references
Safeguarding Children, Young People and Vulnerable Adults	• A commitment to the safeguarding and well-being of children and young people at the school, in accordance with school's policies • A willingness to adhere to the school's policy on safeguarding and to undertake training as required		• Contents of the Application Form • Interview • Professional references • Successful DBS Clearance
Equal Opportunities	• Understanding of the requirements of Equality and Diversity		





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