

Richard Hale School



Application Pack

Physics Technician

Part-time (25 hours per week)

Working pattern negotiable

Oct/Nov 2026



Richard Hale School

Role: Physics Technician

Start date: Oct/Nov 2026

Thank you for your interest in the post of Physics Technician. The Application Pack consists of the following documents. Please apply via the My New Term platform.

- Copy of advertisement
- Information about the school
- Job Description

Please note:

- **Closing date: 9 am, Thursday 24th September, 2026.** Please note that we reserve the right to close this vacancy early should sufficient applications be received so early application is essential.
- **Electronic version of the application form**
Application is via the My New Term platform <https://mynewterm.com/>
- **References**
Please ensure that you provide **email addresses** for all your referees as we will request references by email. A **mobile number** for them would also be useful.
- **If you have any queries regarding this post**
For general enquiries about the recruitment process, please contact Mrs Homan, HR Manager on sho@richardhale.co.uk or Mrs Nicola Warburton, Head of Physics nwa@richardhale.co.uk
We welcome visits from applicants prior to application.
- **How to apply and where to send your completed form**
Application is via the My New Term platform <https://mynewterm.com/>
- **Criminal Declaration Form**
All applicants invited to interview will be required to complete a Criminal Declaration Form prior to interview.

The school is committed to safeguarding children and young people. All post holders are subject to a satisfactory enhanced DBS check (Disclosure & Barring Service).

We look forward to reading your application, and thank you for your interest in our school.



Richard Hale School

Physics Technician Required for Oct/Nov 2026

We have a vacancy for a part-time Physics Technician. The postholder will be responsible for coordinating the use of practical resources for the Physics department. Previous experience of working as a technician would be beneficial and a minimum of GCSE Physics at grade A*-C (9-5) is required. A higher qualification in Physics would be an advantage but not essential as full training will be given. Sciences are taught separately in all three key stages and the subject is popular and successful at Advanced Level.

The position is for 25 hours per week term time plus 1 week, working pattern negotiable. The salary range for the position will be £29,540-£32,061 (FTE), plus outer fringe.

The school is committed to safeguarding children and young people. All post holders are subject to a satisfactory enhanced DBS check (Disclosure & Barring Service).



Richard Hale School

Information about the School

Richard Hale School, called after its original wealthy benefactor, has stood on its present site since 1930. It was founded as Hertford Grammar School in 1617 on a site behind All Saints' Church nearer the town centre and changed its name in 1974 when it became a comprehensive school. A door from the original school can be seen in the main foyer when you enter the school giving that sense of history that we are very proud of.



Richard Hale is an 11 - 18 year old boys' comprehensive school with a six-form entry in Year 7. The school has 1200 students with 180 in each year group and over 300 in the sixth form which is mixed. We are heavily oversubscribed with 500 applications for 180 places.

Year 7 students are drawn from approximately 50 primary schools with admissions based on the post coding of traditional parishes. The intake comes from a large area of East Hertfordshire, particularly Hertford, Ware and the surrounding villages. The Sixth Form has continued to grow since becoming co-educational in 2005. It is now one of the largest in the area, attracting boys and girls from further afield than the immediate locality.

The school's buildings have been improved extensively over the years. Facilities include a Sixth Form Centre with tutorial rooms and a large study room. We have improved the facilities on site with a refurbished Engineering block. During 2017 a 3G all-weather football pitch was added to provide improved sport facilities for the students and in September 2022, we opened our brand-new Sports Hall, which includes a fully equipped gym. We play Rugby games at Hertford Rugby Club; this provides a real experience for the students playing in front of a good crowd and under floodlight during the winter evenings. We run a complete set of Saturday morning fixtures in rugby, football, and cricket over the year.



Underpinning all the work done within the school is a steadfast commitment to develop our students into thoughtful, respectful, and focused individuals who are able to make a positive contribution to the community and wider world.



We are a Good School as Ofsted confirmed in our recent Ofsted Inspection last summer. The feedback and report reflect the many strengths of the school and recognises the, “significant improvement,” at the school in the last 6 years. The report states that, “The school is a happy place to learn and work in,” and that, “Pupil’s behave well in and out of lessons. This happens because they build positive relationships with staff.” Ofsted also recognised that, “Leaders are mindful of the pressures on staff and have made considered changes to policies and practice to help reduce workload and increase staff’s wellbeing.”

The school curriculum and extra-curricular activities

Our curriculum is traditional in principle, but also provides innovation where possible. Some key characteristics:

- Approximately 70% of students take a modern foreign language and individual sciences at GCSE, placing the school in the top 20 percentile for these subjects.
- Our Design and Technology provision includes Engineering, which is very popular at KS4.
- We have a garage on site allowing the students to experience motor engineering, this is alongside the other D&T disciplines.
- We offer a broad and balanced curriculum which provides a range of opportunities for our students catering for all interests and aspirations.
- Students in the Sixth Form have access to two learning pathways, academic or vocational. The Advanced Level offer is extensive with 21 subjects taught on site. BTEC Business and Sport provide students with a more focused vocational curriculum.



At KS5 we teach a linear syllabus with students sitting examinations at the end of the two-year course. Our destination data is strong with all our students achieving offers for university, many of these from the Russell Group, or successful entry into apprenticeships or employment.

Student achievement is high with students achieving 81% 9 to 4 in English and Maths in 2025 and 67% achieving 9 to 5 in these subjects. A third of students achieved 5+ grades at 7-9. Due to the pandemic there are no progress scores this year, however students progress has been above average. The school's performance indicators are all significantly above the national average in every measure, but particularly for boys. Our provisional results for 2026 are also strong and will be confirmed by the end of September once all reviews of marking have taken place.

Our aim is to create a learning environment in which all students can develop their learning, intellectual and personal abilities, both inside and outside the classroom. To this end we provide an extensive extra-curricular programme, with the school excelling in sport, music, drama, science and engineering competitions. Our Duke of Edinburgh's Award programme is strong with large numbers of students taking bronze or gold awards. The school's ethos is one of encouraging the participation of students in the wider school community through a diverse range of opportunities at all levels.



Much of the school activity is centred on the House system. Each pupil is allocated to one of the six houses (Cowper, Croft, Hale, Kinman, Page, Wallace) and throughout their school lives enjoy and compete in many activities, mainly organised by themselves and supported by the Heads of House. These range from sport, music and drama competitions to chess and other types of activity.

Further information on the school and its history and achievements can be found on our website at www.richardhale.herts.sch.uk.



Richard Hale School

Information about the Department

Departmental Organisation:

Director of Science:	Mr D Wemyss-Cook
Head of Biology:	Dr Luke Lazarou
Head of Chemistry:	Mr Nick Wood
Head of Physics:	Mrs Nicola Warburton

The Science Department is located in nine laboratories, fully equipped for experimental work across all key stages. There is office space for all staff and three prep rooms run by three science technicians.

Separate sciences are taught by 13 teachers in the department from KS4 onwards. Our KS3 curriculum has been condensed into two years, allowing time for KS4 students to study science GCSEs over three years. The majority of our students study separate sciences but we also deliver the trilogy combined science course. Students follow the AQA specification in all three sciences.

Over half of our KS5 exam entries are in Science and Maths, and we teach science A-Levels in Biology, Chemistry and Physics, with four classes in each of these subjects across the sixth form. At A-Level, students follow the AQA specifications.

The outcomes in science are very strong with both value added and attainment significantly above national averages. In 2025, results in Physics were 100% 9 to 4 and an average grade of 6.8. This was a quarter of a grade higher than students taking the course nationally, which is impressive considering that we enter half the students for this course rather than smaller cohorts nationally. These grades are mirrored in Physics and Chemistry across the cohort. In combined science 80% achieved 9 to 4 which again is above national average. Results at KS5 in Physics are broadly in line with national averages with students achieving in line with the targets. Results in 2026 were also strong and these will be available at the end of September once all reviews of marking are in and the outcomes are confirmed by the DFE.

Our aim throughout our students' education is to provide them with an excellent understanding, appreciation and enjoyment of science. This is further supported by our extra-curricular science programme, which includes junior and senior STEM clubs run by teachers and assisted by Sixth Formers, plus astronomy lunchtime lessons. Students can gain CREST Awards, and we enter regional and national competitions, having competed at the national Big Bang at Birmingham NEC several times. We also have strong links with industry and universities, including GlaxoSmithKline and Cambridge University where students undertake visits, work experience and master classes. Many of our students go on to study or work in scientific fields when they leave Richard Hale, and we encourage and support them to do so.



Richard Hale School

Job Description: Physics Technician

Job Title

Physics Technician

Job Purpose

To be responsible to the Head of Department for the co-ordination, use and development of practical resources and facilities. To provide guidance and support in meeting the practical requirements of the science curriculum and liaise with teaching and support staff outside the department.

Main Areas of Responsibility

- Organise and deliver resources and laboratory equipment for lessons across KS3, KS4 and KS5 as per teacher's request via a managed booking system.
- Assist the Head of Department in planning the GCSE, GCE A Level required practicals
- Support the science and STEM clubs with resources
- Assist the department in arranging cover for absent colleagues.
- Assist the Head of Department in maintaining and updating current scheme of work.
- Ensure and promote the maintenance of a healthy and safe environment.
- Assist the Head of Department with the day-to-day organisation and development of trainee staff to ensure that essential performance standards are achieved.
- Contribute to the design, development and maintenance of specialist resources.
- Provide guidance and support in meeting the practical requirements of the science curriculum, including liaising with teaching staff and support staff outside the department.
- Be responsible for setting up and monitoring systems used in the management and control of practical resources.
- Undertake the role within the Physics department on routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment to the required standard, maintaining the appearance of the laboratories.
- Carry out regular stock checking of equipment and managing the process of ordering new and replacement equipment for the department as required.

Knowledge and Experience

- An interest in Physics
- Ability to work as part of a team
- Sound knowledge of IT software; especially Word, Excel, Access and PowerPoint.
- Ability to design, manufacture and repair mechanical and electrical equipment (desirable)
- Awareness of Cleapss hazard guidelines and risk assessment (desirable as training can be provided)

Salary and hours

The position will be paid on H6 14-19 (salary range £29,540-£32,061FTE plus outer fringe) and ideally the working hours would be 8.00am – 1.00pm Mon-Fri, term plus 1 week. However, the working pattern may be negotiable for the right candidate.

Supervision

You will be based in the Physics Department and will be required to move around school liaising with other staff e.g. Reprographics, other science technicians, site staff. Minimum direct supervision; organise own workload and priorities on a day-to-day basis using own initiative and knowledge of the work.

Responsible to: Head of Physics

Working Time: 25 hours per week, term plus 1 week



Richard Hale School

Person Specification

Qualification	Essential	Desirable
Good standard of literacy and numeracy	Y	
At least Level 2 qualifications in English and maths	Y	
Level 3 qualifications (A Level or equivalent)		Y

Professional experience	Essential	Desirable
Experience of working with young people (preferably of secondary school age)		Y
Experience of working in a laboratory		Y
Experience of working as part of a team	Y	

Knowledge, skills and attributes	Essential	Desirable
Ability to organise and manage time effectively and prioritise workload	Y	
Strong organisational skills	Y	
Knowledge of the science curriculum at GCSE , BTEC and A Level		Y
Up to date, thorough knowledge of Health and Safety requirements in school laboratory and prep room		Y
Competent ICT skills in the use of spreadsheets, word processing, graphics packages, etc	Y	
Ability to keep accurate records e.g. orders, financial	Y	
Effective communication with a variety of audiences, both orally and in writing	Y	
An understanding of safeguarding procedures and willingness to work with the DSLs to promote safeguarding across all year groups.		Y
Is calm, patient and reflective	Y	
Is positive and enthusiastic	Y	