

Key Responsibilities

Preparation and Support

- Prepare, set up, and deliver equipment, materials, and chemicals for science lessons as the teaching staff requires.
- Support science staff during practical sessions and assist with demonstrations as appropriate.
- Clear away and clean apparatus and laboratories after lessons, including safe disposal of waste materials.
- Maintain a clean, safe, and well-organised laboratory environment.
- Assist supply or cover teachers with equipment setup, usage and cover work.
- Be responsible for setting up and supporting practical activities for the weekly science club.
- Assist in preparing and delivering practical science displays and demonstrations for school open days and special events.

Health and Safety

- Adhere to and promote all health and safety policies and practices regarding laboratories.
- Carry out daily checks of science rooms, ensuring all gas and electrical systems are safe and reporting any issues promptly.
- Ensure the safe storage, use, and disposal of chemicals and hazardous substances per COSHH and CLEAPSS guidelines.
- Maintain up-to-date knowledge of H&S regulations relevant to school science laboratories.
- Liaise with site/facilities staff regarding any gas, fume cupboards, or lab maintenance concerns.

Inventory and Resource Management

- Maintain accurate records of stock levels and undertake regular inventory checks.
- Be responsible for weekly ordering and replenishing consumables and equipment to meet curriculum demands.
- Keep resources, equipment, and chemicals stored securely, labelled, and orderly.
- Carry out basic maintenance and minor repairs of laboratory equipment.

Technical Knowledge and Development

- Prepare solutions and standard reagents following strict safety protocols.
- Demonstrate good scientific knowledge to support the preparation of practicals for GCSE and A-Level classes.
- Use ICT effectively for stock control, equipment bookings, and departmental communication.
- Keep up to date with developments in science education and technician practice through CPD.

Teamwork and Professionalism

- Work collaboratively with other technicians and science teachers to ensure an efficient, flexible, and responsive technical service.
 - Participate in departmental meetings and contribute to the continuous improvement of the science department.
 - Maintain confidentiality and professionalism, complying with school policies and safeguarding procedures.
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General Duties

- To undertake any training commensurate with the post
- To participate in the Performance Management process, taking personal responsibility for the identification of learning, development and training opportunities in discussion with the Line Manager
- To comply with individual responsibilities, following the role, for health and safety in the workplace

The post holder will be expected to undertake tasks commensurate with the position and on the direction of the Head Teacher.

Due to the evolving nature of the school structure, all job descriptions may need to be adjusted through consultation to meet the school's needs.

Barnhill Community High is committed to safeguarding and promoting children's and young people's welfare and expects all staff and volunteers to share this commitment.