



BARKING ABBEY SCHOOL

SCIENCE TECHNICIAN

RECRUITMENT PACK



WE ARE AN **OUTSTANDING** SCHOOL



BELONG
BARKING

ASPIRE
ABBAY

SUCCEED
SCHOOL

www.barkingabbeyschool.co.uk



GIVE

AND

EXPECT

THE

BEST



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Headteacher's Welcome

Welcome to Barking Abbey school and thank you for expressing an interest in applying for the position of Science Technician.

For me there are three simple things that I want us to achieve at Barking Abbey school.

First, our motto 'Give and Expect the best' leads us to want to be the best in everything we do. We have some of the best results in the area, we have pupils at the best universities, we have the most pupils on apprenticeships in the entire country, we have basketball players in the best leagues and so much more. We have all of this because we push our pupils and each other to excel. All of us try to be our best every day.

Second, I firmly believe that if you can't see it you can't be it. We want to give our pupils the chance to see successful people of every religion, colour and background whilst they are at school. Whatever their dreams we want to support them and provide the networks and contacts to help them to achieve.

Finally, we want our pupils to have a voice in the world. To be confident enough to express their views and also to have the knowledge to be able to make an effective contribution. The more you know the more powerful you can be in the world.

Sir Tim Brighouse said "If a teacher makes the weather the school creates the climate." and I firmly believe this. It is our role as a leadership team to create the best possible learning environment for our teachers to teach in. In return we expect the best possible teaching from them and our results show this over time. We have created systems and structures that support high quality learning, whilst minimising workload and maximising impact.

If you share our ethos and values and absolutely believe in the potential of all young people then we can offer you the chance to make a difference and change our community for the better, and look forward to receiving your application form and welcoming you to our school.



Tony Roe
Headteacher

The Recruitment Process

We are proud of our school, the staff and students and in normal times we would warmly welcome prospective applicants to visit us prior to application to learn more about the role and view the School in action.

All interested applicants must complete the online application form on the MyNewTerm website.

The interview process will be organised to provide a range of assessment tasks and opportunities for candidates to find out more about the school and demonstrate their ability to fulfil the role.

Key Dates

Closing Date for Applications Monday 2nd February 2026

Interviews week commencing TBC

Please note all dates are subject to change.

We warmly welcome visits to the school. To arrange this please email: jobs@barkingabbeysschool.co.uk



Advertisement

Science Technician

35 hours per week - Term Time only

Start Date: September 2025

Salary Scale: 4 (Point 7 – £30,288 to Point 10 – £31,611 Full time) Prorated salary range is likely to be approx: £24,612 – £25,687, (dependant on experience, week per year and continuous service). Based on working 35 hours per week, Term time.

An exciting opportunity has arisen at Barking Abbey School for a Science Technician.

We are seeking a reliable, enthusiastic person to join our technician team to provide effective and efficient support to the Science Department at both Sandringham & Longbridge sites.

The successful candidate will be responsible for preparing and maintaining science equipment for practical based lessons. We are ideally looking for someone with a good understanding of science subjects and offer regular in-school CPD technician led training sessions on challenging practicals to support technician development and to ensure uniformity across the department. An early morning start is essential for this post as school begins at 08.20.

Barking Abbey is a heavily over-subscribed dual Campus secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

The school is located less than 10 minutes walk from Upney tube station and Barking mainline station (25 minutes from Liverpool Street).

Barking Abbey celebrates its diversity, and we positively welcome applications from all sections of the community. If you are interested in making a difference in young people's lives whatever your background or history please apply.

In return we offer:

- A supportive and encouraging staff team
- The opportunity to access a wide range of CPD opportunities within and beyond school
- A school which understands the importance of staff well-being and workload management
- A positive ethos with excellent behaviour reinforced by highly visible SLT and centralised behaviour systems

We are proud that Ofsted recently judged the school to be Outstanding in all areas. The report states; "This is a large and diverse school where difference is valued. Pupils, and students in the sixth form, are supportive and respectful of each other. Pupils' conduct is exemplary, both inside lessons and around the school. Leaders have established simple and clear rules that everyone understands. Pupils are focused, engaged and participate well in lessons. Staff feel that their workload and well-being has been carefully considered by leaders. They appreciate their open-door policy". (Ofsted, February 2024)

Please click here to find out more information about what it is like to work at Barking Abbey:
<https://www.barkingabbeyschool.co.uk/home/join-us/staff-vacancies/>

Barking Abbey is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer.

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants.

Online searches may be conducted for all shortlisted candidates and will be conducted for all successful candidates as part of our due diligence checks.

Job Description

Job Title	Science Technician
Department	Science
Location	Longbridge and Sandringham Campus
Line Manager	Head of Science / Campus Postholder

Purpose of the role

To assist with the setting up of apparatus, materials and equipment for classroom lessons. To provide assistance with the preparation of teaching materials for practical lessons. To provide technical support to staff and pupils on the safe use of chemicals. To ensure work areas are tidy, arrange apparatus and equipment as appropriate.

The following indicate some of the principal tasks and responsibilities:

Under the direction of the Senior Technician:

MAIN DUTIES AND RESPONSIBILITIES

Lesson Preparation

- 1.1 To construct apparatus for use in classrooms.
- 1.2 To repair and maintain apparatus and glassware, carrying out regular checks of equipment.
- 1.3 To ensure safe and ordered storage of equipment.
- 1.4 To carry out general upkeep of laboratory areas, stores or equipment, reporting repairs.
- 1.5 To care for plants and animals kept in the laboratories.
- 1.6 To supervise long-term experiments and keep accurate records.
- 1.7 To assist in clearing up following lessons.
- 1.8 To accurately make up solutions to 'A' level standard.
- 1.9 To set up simple electric circuits and apparatus.
- 1.11 To participate in lessons as required under the supervision of a member of teaching staff.
- 1.12 To check cover, print, distribute cover for unplanned absences.
- 1.13 To demonstrate equipment and use of chemicals if requested by a teacher.
- 1.14 To sort and distribute assessment papers between two sites, also if needed photocopy any missing.
- 1.15 To prepare, handle and dispose safely of all practicals under CLEAPSS guidelines for all key stages across both sites (Key stage 3-Key stage 5).
- 1.16 To implement good laboratory practise at all times.
- 1.17 To set up complex analytical equipment for analysis and calibrate.
- 1.18 To check equipment is in good working condition before sending out in a practical
- 1.19 To risk assess all necessary practical components using CLEAPSS guidelines and liaise with teacher leading the practical.
- 1.20 To correctly label all chemicals with appropriate hazards.

Stock Maintenance

- 2.1 To maintain chemical stock levels by regular stock taking.
- 2.2 To check orders and receive goods, ensuring safe storage of stocks.
- 2.3 To keep records, including stock and breakage records.
- 2.4 To maintain stationery and exercise books across all prep rooms.
- 2.5 To keep a record of first aid box usage – plasters, wipes etc.

Health and Safety

- 3.1 To actively contribute towards a safe environment.
- 3.2 To ensure safe and secure storage of equipment and chemicals.
- 3.3 To provide First Aid if suitably qualified to do so.

- 3.4 To ensure safe disposal of chemicals and broken equipment.
- 3.5 To conduct full risk assessments using CLEAPSS guidelines on all chemicals and equipment being used and apply confidently to the handling and disposal of components being used.
- 3.6 To advise teachers of necessary changes implemented to practical requested using the CLEAPSS guidelines as a guide.

Other duties

- 4.1 To ensure textbooks are in good repair.
- 4.2 To file information as necessary.
- 4.3 To photocopy documents.
- 4.4 To shop for consumables needed in lessons.
- 4.5 To attend meetings as required.
- 4.6 To assist with school trips and visits, if required.
- 4.7 To attend INSET courses when necessary.
- 4.8 To assist with typing/word processing as required.
- 4.9 To lead a CPD workshop on an assigned practical assigned by the senior science technician aimed at both technicians and teachers for upcoming practicals on the long term plan to promote uniformity of teaching across both sites and within the department.
- 5.0 To update requisition timetable as and when necessary.
- 5.1 To book any room changes and communicate any room changes that maybe necessary for practicals to go ahead (i.e laboratory – classroom swap or when gas isn't working in a certain laboratory).
- 5.2 To assist with supplying materials and clear up for science fair, STEM club, lunch time clubs.
- 5.3 To log, notify problems in any laboratories to site team and senior science technician.
- 5.4 To supply pupils with stationery, tissues and plasters from prep room based in.
- 5.5 To ensure all amenities are switched off after they are used in all laboratories after the practical is finished.
- 5.6 To support the science department – teachers and fellow technicians.
- 5.7 To perform any other duties as reasonably requested by the Head of department and Senior science technician.

General

- 1. Ensure compliance with the Council's Equal Opportunities in Employment Policy.
- 2. Ensure compliance with Health and Safety Legislation, Council, and Departmental Health and Safety Policies.
- 3. The above duties are neither exclusive nor exhaustive and the post holder may be required to carry out such other appropriate other duties as may be required by the Supervising officer within the grading level of the post and the competence of the post holder.

The above mentioned duties are neither exclusive nor exhaustive and the post holder may be called upon to carry out such other appropriate duties as may be required by the Head Teacher within the grading level of the post and the competence of the post holder.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Employees Signature		Date	
Line Managers Job Title		Date	

Person Specification

	Criteria	Essential	Desirable	Assessment Method		
				Application A	Interview I	Task T
Knowledge & Skills						
	Good oral and written communication and numeracy skills.	✓		✓		✓
	Good IT skills.	✓				✓
	Knowledge of basic scientific principles.	✓		✓		
	Understanding of science laboratory practices and procedures.		✓	✓		✓
Qualifications	GCSE grade C or above in Science, English and Maths.	✓		✓		
	A levels in physics, biology or chemistry or BTEC in science or equivalent.		✓	✓		
Experience	Experience of working in a school.		✓	✓		
	Experience in laboratory practice		✓	✓		
Attitude & Personal Qualities	Honesty and Integrity.	✓		✓	✓	
	Understanding the need to use discretion and respect confidentiality.	✓		✓	✓	
	Commitment to safeguarding and promoting the welfare of children and young people.	✓		✓	✓	
	Understanding of the requirements of data protection and disclosure of information.	✓		✓		
	Ability to work independently and as part of a team.	✓		✓	✓	
	Ability to improvise.		✓		✓	
	Willingness to undertake training in relevant skills.	✓		✓		
	Ability to remain calm under pressure.	✓			✓	
	Ability to demonstrate an awareness of equality and diversity and to promote these through working practices.	✓		✓	✓	

About the Department

At Barking Abbey School we aim to provide a high-quality science education which will provide the foundations for understanding the world through the specific disciplines of Biology, Chemistry, and Physics.

As a core subject all students study science four times a week and study all three science strands in their lessons. Through practical work that is prepared by our friendly team of science technicians students strive in science at all key stages.

The Barking Abbey Science Department is the largest in the school and has skilled and experienced teachers in each of the science strands at both campuses. Student's study Exploring Science scheme of work at Key Stage 3 and AQA Exam board for both GCSE and A Levels.

Although a core subject, we offer the triple science option to those that wish to study this at GCSE in preparation for A level sciences.

We also run a range of STEM club after school extra-curricular activities for the most curious of minds at Barking Abbey School.



Our Ethos and Values

BRAVERY **E**XCELLENCE **S**ELF-DISCIPLINE **T**EAM-BA

The Barking Abbey way is to give and expect the **BEST**.

We asked pupils to select three words that describe Barking Abbey to them. The most popular responses became the core values of our school.

BELONG
BARKING

ASPIRE
ABBEY

SUCCEED
SCHOOL

Our vision is to provide a happy, caring and stimulating environment where all students will recognise and be given opportunities to maximise their potential – academically, spiritually and socially - and ensure that they are well equipped to meet the challenges of education, work and life.

Barking Abbey aspires to:

- Develop confident, articulate, assertive young people.
- Foster well-rounded, empowered, resilient, independent young people.
- Nurture young people who will go out and change the world for the better.
- Enhance opportunities through creating an inspirational learning environment where all students aspire to achieve their potential - ensuring that no student is left behind.
- Raise aspirations – giving students the necessary tools to explore and be who they want to be.
- Encourage individuals to be adaptable, aspirational and unafraid to question and evaluate.
- Engender a sense of belonging, and of pride in the school, themselves and their wider community.

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements. With a large KS5 provision and an Additional Resourced Provision (ARP) on both of our campuses, the school provides a varied role for the right individual.

