St Bede's School

'Christian Education at its Best'



Science Technician

25 hours per week, 40 weeks per year

£17,491

To start ASAP

Application Deadline: 09:30 on 4 November 2026

64 Carlton Road, Redhill, Surrey, RH1 2LQ Telephone: 01737 212108

Belonging *Education* *Determination* *Excellence* *Service*

Ofsted Outstanding Provider

St Bede's School

'Christian Education at its Best'

About St Bede's

At St Bede's we are proud to serve roughly 1900 boys and girls of all abilities, age 11-18, from the Reigate, Redhill, Caterham, Horley and surrounding areas. This includes over 300 studying academic courses in the sixth form. The school has an Anglican, Catholic and Free Church foundation and we work hard to create an inclusive ethos. Our aim is to ensure that pupils thrive academically, socially and spiritually within a Christian framework.

In March 2023 Ofsted carried out an inspection of St Bede's and judged the school outstanding. The report acknowledged that pupils behave exceptionally well and they are happy and safe. They are unfailingly respectful to each other, to staff and to visitors and their positive attitudes mean that lessons are rarely disrupted. The inspection highlighted that leaders in subjects across the school have created an ambitious curriculum. Teachers have a very high level of subject knowledge and expertise which they use to provide pupils with explanations that are rich in details, bringing the subject to life.

Attainment and progress scores at GCSE and A level are consistently above national averages. We are particularly proud of the English and maths results achieved at GCSE. Both departments achieved fantastic results at 4 and 7 grades.

Measure	2025	2026
Attainment 8	58.15	59.35
Progress 8	*N/A*	*N/A*
4+ English	92%	92%
4 +Maths	89%	92%

Our school is committed to the safeguarding of children so all appointments are subject to a satisfactory enhanced DBS check. Only applications made on our School Application Form will be considered; we do not accept CVs or unsolicited testimonials. It is our policy always to request references prior to interview.

Please see our staff prospectus for further information about working at St Bede's.

"Pupils enjoy their time in class and describe their lessons as 'inspirational'. The content of these inspirational lessons reflects the high expectations that staff have for what pupils can accomplish."
Ofsted 2023

Science Department at St Bede's School

We are a friendly, supportive group of technicians, who work in a dynamic department in an outstanding school, and we're looking to recruit a strong team player to join the team. Within the overarching team, where we support each other across subjects when the need arises, we operate in smaller teams of two, each focusing on their specialism of biology, chemistry and physics.

We are seeking a chemistry technician to work 25 hours per week:

- **Monday**
  08:00 - 15:30
  (including a 30 minute unpaid lunch break)

- **Tuesday - Friday**
  08:30 - 13:00

It is a term-time appointment, including inset days, plus one week of work during the school holidays. There is no entitlement to take leave during term time. All holidays must be taken during school breaks. Annual salary includes payment for holiday entitlement.

The role is busy and varied, with no two days the same. A willingness to learn is key and there are plenty of opportunities for professional development and the successful candidates will have the opportunity to be First Aid trained. If you'd like more information or would like to talk further about the role, then please contact the Lead Technician, Tracey Sharp, via the school switchboard or by email at ***tsh@st-bedes.surrey.sch.uk.***

Please note applications for this vacancy will be viewed upon receipt and as such, the vacancy may close prior to the deadline stated. Early applications are encouraged.

Job profile

St Bede's is a voluntary-aided school in which staff are employed by the Governors and will work within the policies approved and adopted by the Governing Body and under the direction of the Headteacher. All staff are expected to support the Christian ethos of the school, maintain the highest professional standards and contribute to the development of St Bede's as a thriving community.

Role Purpose: Work as part of a team servicing laboratories, preparing materials and equipment for demonstrations and practical lessons as requested by teaching staff. The technician will provide technical support, assist in practical classes and carry out demonstrations. This also includes giving Health & Safety guidance to pupils and teachers.

Key deliverables include:

- Provide technical support to staff and pupils, preparing required resources, assisting in practical classes and carrying out demonstrations
- Manage health & safety pertaining specifically to Science including safety checks on equipment and construct apparatus, repairing damaged equipment, and safe disposal of waste materials
- Liaise with staff over the use of equipment and stock, monitor stock levels and procure where required.

Contract The contractual basis of this post is the current Surrey Pay scheme and any other regulations currently in force.

Job Family: Operational Services **Grade:** 5

Responsible to: Senior Science Technician

Accountabilities & Tasks

The key accountabilities are numbered below. Additional information/responsibilities are shown as bullet points under each accountability and are not considered to be exhaustive.

1 Planning & Organising

2. Contribute to operational functions by providing practical support and effective organisation of activities.
    - Supporting the teaching of Science by preparing, setting out, storing, maintaining and providing materials and equipment.
    - Monitoring stock levels of materials, chemicals, equipment, books, stationery etc., preparing orders as appropriate
    - Preparing, distributing, replenishing and collecting experiments, equipment and demonstrations and putting equipment, materials and chemicals away after use.
    - Clearing up and cleaning in laboratories and preparation room, ensuring a safe environment
    - Minor repairs (within limits of competence and safety) on apparatus and equipment
    - Purchasing and collecting fresh goods from local suppliers
    - Checking on stationery stocks and replenishing as necessary.

- Trial new required GCSE and A Level practicals.

2. Assess the range and volume of work to be undertaken for the days ahead and plan to ensure it is completed to time and to an appropriate standard.

2 Policy & Compliance

1. Adhere to established processes, standards of service delivery and use of equipment to support any associated regulatory or technical compliance requirements.
   - Maintain an up to date knowledge of Health & Safety regulations, technical activities and developments

3 People & Partnerships

1. Receive and respond to everyday enquiries from colleagues to provide a timely, courteous and efficient service.
2. Develop strong relationships with partners and stakeholders to deliver a timely and efficient service.
   - Assisting other technicians during times of particular pressure.

4 Finance & Resource Management

1. Deliver a range of practical services in support of existing systems or processes to agreed standards, to maximise service quality and continuity.

5 Analysis, Reporting & Documentation

1. Assist in the delivery of relevant assessments/ investigations.
2. Ensure information and records are processed and stored to agreed procedures.
   - Administration and communication –photocopying, printing, filing, conveying messages, creating displays of information, administration to support the Head of Department and other administrative tasks.
   - Create displays of information and students' work
3. Ability to store data and carry out basic analysis.

6 Duties for all

1. Values: To uphold the values and behaviours of St Bede's School.
2. Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.
3. Health, Safety & Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of yourself and others.
4. Core National Standards for Supporting Teaching & Learning
   - To understand and carry out role in line with agreed standards, expectations & qualifications.
   - Contribute to and influence children's learning and personal development.
5. To have regard to and comply with safeguarding policy and procedure as appropriate.

7 Additional Requirements

1. Carry out any other task which might reasonably be required.

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Work with others
Respond to individual needs and/or answer simple queries politely and ask for assistance where necessary.

Report any concerns, problems or incidents, e.g. safeguarding, behaviour in accordance with relevant reporting procedures.

Liaise and work in partnership with key leads for other activities that may impact on own areas of responsibilities.
- Collaborate effectively with colleagues and share good practice
- Adapt programmes of work and assist teachers in planning new programmes/differentiation

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- To understand and carry out role in line with agreed standards, expectations & qualifications.
- Contribute to and influence children's learning and personal development.

To have regard to and comply with safeguarding policy and procedure as appropriate.

Additional Requirements
- Carry out any other task which might reasonably be required.

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Person specification

	Essential	Desirable
Christian Commitment	• Strong personal commitment to the ethos of St Bede's School • Able to work effectively within an explicitly Christian context	• Personally committed and practicing Christian • A member in good standing of any denomination served by the school • Informed and thoughtful about current Christian issues
Education and Training	• A good standard of education – (Minimum GCSE Grade 4 or C in English & Mathematics or equivalent experience demonstrable by testing) • Able to engage with academic work of department - interest in school and teaching process • Able to benefit quickly from training	• Relevant science qualification or experience • Specific knowledge / background interest relevant to the science department
Experience / Skills	• Effective collaboration and teamworking • Confident in communicating with colleagues and students • Demonstrate initiative • Confidentiality • Problem solving – identifying problems and finding solutions • Good IT skills in a variety of software packages • Ability to supervise students effectively	• Successful experience in a similar role • Successful experience in a secondary school setting • Successful experience working with young people • First Aid trained
Personal Qualities	• Ability to work as part of a diverse team • Flexible and resourceful - able to adapt and use own initiative • Good communicator • Able to be professionally assertive when required • Patient and calm under stress • Reliable and committed • Sense of humour and resilience • Committed to professional development and prepared to undertake training as required by the role	

How to apply

If you would like to apply, please complete our application form for support posts and send it to us with a supporting statement (no longer than 2 sides of A4) which explains what attracts you to the post, as well as detailing the skills and experience you would bring to it.

Your completed application can be emailed to:

peopleteam@st-bedes.surrey.sch.uk

If you have any queries please ring the People Team on 01737 214048 or send an email to peopleteam@st-bedes.surrey.sch.uk

The deadline for receipt of completed applications is 09:30 on 4 November 2026.

We look forward to hearing from you.

Our data protection policy for job applicants is available here.