



# Parkstone Grammar School

## Science Technician Applicant Pack

**Parkstone Grammar School**  
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## Headteacher's Welcome

As the headteacher of Parkstone Grammar School, it is my great pleasure to welcome you to our vibrant and dynamic school community. At Parkstone, we are committed to providing an exceptional educational experience that nurtures the intellectual, social, and emotional growth of every student.

We are a heavily oversubscribed 11-18 selective girls' school offering outstanding education to the students of Poole and its surrounding area. Founded in 1905, Parkstone has continued to provide excellent academic results within a warm, friendly and vibrant community. We are a six-form entry school with 1250 students including 350 in the sixth form.

Our school is a place where students are encouraged to explore their passions, expand their knowledge, and develop critical thinking skills that will serve them well throughout their lives. We have a team of dedicated and highly qualified teachers and support staff who are passionate about education and are committed to inspiring and challenging our students.

We believe in creating a supportive and inclusive environment where each student feels valued and respected. Our students are rightly proud of their school which provides for them a broad and balanced curriculum promoting independence, intellectual curiosity and a love of learning. Subjects offered at GCSE and A Level include academic and facilitating subjects from a very wide range. Our sixth form collaboration with Poole Grammar School for Boys allows us to offer an extensive A Level curriculum.

Students at Parkstone are not only encouraged to succeed academically, but to enjoy the wide range of musical, theatrical, sporting, speaking and charitable opportunities. They thrive in an environment of support and challenge, becoming resilient learners well prepared to succeed in the 21<sup>st</sup> Century.

The unique single-sex selective environment allows the students to grow in a safe and supportive atmosphere. Parkstone's national reputation for excellence and continued success is testament to the consistent dedication of students, staff and governors.

Ofsted commented that Parkstone offers a 'stimulating, friendly community in which all students are valued and may thrive intellectually, emotionally and physically'. Our school's focus is always on teaching and learning as we strive to challenge these able students to become confident, happy and successful young people.

I invite you to apply to our school, and experience the warm and welcoming atmosphere that makes Parkstone truly special. If you're ready to embark on a rewarding journey where your passion for education meets limitless possibilities, we encourage you to explore the opportunities at Parkstone. Join us in making a difference to our young people and shaping the future together.

**David Hallsworth, Headteacher**



# Our Vision

At Parkstone, we embody the values of Commitment, Courage and Compassion to enable students to adapt and thrive in an evolving world, providing an education that inspires and empowers students to determine and achieve their goals.

## COMMITMENT

“Be tenacious and relentless in your curiosity for knowledge”

## COURAGE

“Feel confident to achieve your very best and develop your resilience to overcome barriers”

## COMPASSION

“You should encourage and care for your peers, value and engage with all cultures and religions in our diverse global community”

“Parkstone has encouraged and inspired me to love learning. There is a great community and I am always supported – just like a family.”

Year 7 Pupil



## Our Guiding Principles

- Parkstone will be a seat of exceptional learning where great teachers enjoy autonomy in the classroom to inspire and challenge our able students.
- Very high-quality staff development and peer support to facilitate highly effective learning over time.
- Effective feedback to move students forward in their knowledge and skill development.
- Parkstone will achieve amongst the best schools in the country for the national progress measures at GCSE and A Level.
- A positive ethos underpinned by our values of Courage, Commitment and Compassion.
- Personalised support with highly effective intervention to enable equal access to learning.
- Students will have an understanding of global and national diversity and will be well prepared for life in an ever-evolving world.
- A strong community supported by the staff and student leadership teams.
- Compassionate, high quality advice and guidance to make informed and confident decisions regarding life after Parkstone.
- Opportunities outside the classroom which provide holistic development.
- To engage in initiatives and charity projects to contribute to the local and wider community.
- A broad, balanced and inspiring curriculum appropriate to Parkstone.
- An inspiring learning environment underpinned by a research culture and reflective practice.
- Our community will have high expectations of everyone in line with our Values and Charter.
- To instil a sense of stewardship towards our local, national and global environment.



"Teachers are knowledgeable and enthusiastic. They inspire and sustain a love of learning in their pupils."

Ofsted Report



# Our School Charter

In our community it is important that we should maintain high standards and take responsibility for our own actions.

## OUR COMMUNITY RESPONSIBILITIES

- To uphold the values of our school
- To treat all persons and the environment of the school with respect
- To apply ourselves to all areas of school life
- To empower all to do our best and to take care of each other
- To challenge any inequality and prejudiced attitudes

## OUR RIGHTS

- To be treated with respect by all members of our community
- To feel safe both emotionally and physically in our school environment
- To participate in all the opportunities that our school offers
- To know where we can access support and guidance
- To be challenged appropriately where we fall short of our responsibilities



"Parkstone was the very best option for our daughter and has helped her grow in confidence and equipped her for university and life beyond!"

Parent





# Ofsted

## Key findings of this Outstanding School

“Under the headteacher’s calm, authoritative and exceptionally effective leadership, the school has improved rapidly since the previous inspection”.

“Leadership at all levels is very strong. Governors, senior leaders, middle leaders and other staff work harmoniously together to provide high-quality education for pupils”.

“Pupils make remarkable progress by the time they take their GCSEs in Year 11. This is sustained in the sixth form”.

“By the time they leave school, pupils have attained consistently at the highest levels and are extremely well prepared for the next stage of their education or employment”.

“Disadvantaged pupils make exceptional progress during their time at the school. Their rates of progress are much higher than other pupils nationally with the same starting points”.

“School leaders make very good use of targeted training to develop teachers’ professional knowledge and skills. As a result, teaching continues to improve”.

“Teachers are knowledgeable and enthusiastic. They inspire and sustain a love of learning in their pupils. Teachers have an unswerving faith in the ability of their pupils to succeed and give their time unselfishly to ensure that this happens”.

“Pupils are confident and articulate learners. They take great pride in their work and are determined to succeed”.

“Pupils’ behaviour is impeccable and their positive attitudes to learning are exemplary. They are hungry to learn and attendance rates are high, including in the sixth form”.

“The sixth form is outstanding. Students follow very well developed 16 to 19 study programmes”.

“Disadvantaged students prosper in the sixth form and in recent years all have gone on to university”.



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# Benefits

Parkstone is pleased to be able to offer all staff members the following benefits

## Core Benefits

- A contributory pension scheme relevant to your role (including access to Teacher and Local Government Schemes).
- Occupational sick pay.
- Tailored Continuous Professional Development (CPD) through the South Central Teaching Hub.
- Free access to the Employee Assistance Programme (EAP) - confidential support network that offers expert advice and compassionate guidance 24/7 covering a wide range of issues, such as: Legal Information, Bereavement Support and Online CBT among much more.
- All staff are entitled to a 'Golden Day' once a year – a paid day off or part time equivalent.
- Free Yoga and Pilates sessions throughout the term.
- Termly Staff Wellbeing and Workload groups to raise and solve issues.

## Flexible Benefits

- Cycle to work scheme
- Electric Vehicle Salary Sacrifice Scheme through Love Electric



# Job Description

## JOB DETAILS:

## SALARY AND HOURS OF WORK

### Scale D/E, Points 6-11

20 hours per week – 4 hours per day Monday to Friday (working hours to be agreed)

39 working weeks per year – term-time plus 5 training days

## MAIN JOB PURPOSE

- The Science technician team will have joint responsibility for the short, medium- and long-term management of technical support in the science department. This will include supervising and planning the work of the Laboratory Practical Assistant, by providing regular daily/weekly/monthly schedule that includes all of the science department laboratories and prep rooms
- It is expected that each technician will undertake appropriate training (in-house and through external providers) to acquire the necessary skills and knowledge to carry out the work.

## MAIN DUTIES

Key responsibilities:	Activities that are likely to be carried out	Suggested frequency
Under the (overall) control of the Head of Chemistry, to coordinate the use of practical resources and facilities and provide assistance and advice in meeting the practical needs of the science curriculum, including liaising with the other science technicians, teaching staff and support staff outside the department.	Preparation of resources, assembling apparatus.	Daily
	Obtaining materials by local purchase.	Weekly
	Giving technical advice to teachers, technicians and pupils / students.	Daily
	Carrying out risk assessments for technician activities.	Daily
	Assisting in practical classes & carrying out demonstrations.	Weekly





<p>To ensure the maintenance of a healthy &amp; safe working environment through:</p> <ul style="list-style-type: none"> <li>Actively contributing to the assessment, monitoring and review of both health &amp; safety procedures and information resources;</li> <li>Keeping up to date with current procedures and practices through continuing professional development;</li> <li>the provision of technical advice and support on health &amp; safety issues to teaching and trainee technical staff;</li> <li>the safe treatment &amp; disposal of used materials including hazardous substances and responding to actual or potential hazards;</li> <li>the healthy &amp; safe storage and accessibility of equipment and materials.</li> </ul>	<p>Keeping up-to-date with health &amp; safety requirements and with developments in practical science. (Attending courses &amp; reading publications.)</p> <p>Giving health &amp; safety advice to technical staff, teachers and students.</p> <p>Disposal of waste materials.</p> <p>Checking general equipment such as glassware &amp; heating equipment, first-aid kits; carrying out day to day electrical and other safety checks, etc.</p> <p>Organising, storing and checking the condition of chemicals and equipment.</p> <p>Attending department meetings.</p>	<p>As required</p> <p>Daily</p> <p>As required</p> <p>As required</p> <p>As required</p> <p>Monthly</p>
To assist the technician team with the day-to-day organisation and development of trainee staff to ensure that essential performance standards are achieved.	Organising and supervising trainee technicians as required.	Daily
To contribute to the design, development and maintenance of specialist resources and/or long-term projects.	Constructing & modifying apparatus. Preparing standard solutions, purifying chemicals, treating waste.	As required Daily As required
To support the technician team in ensuring the availability of suitable materials and equipment, helping to compile orders and liaising or negotiating with suppliers and finance departments. This will include sourcing, costing and suggesting economic alternatives to maintain stock levels. Keeping up-to-date stock records.	Checking stock, ordering. Keeping stock records. Maintaining resources.	As required Annually As required
Under the (overall) guidance of the Head of Chemistry, to ensure that both routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment are carried out to the required standard.	Collecting, checking and returning equipment to stores. General laboratory cleaning of bench surfaces and fixed equipment. Cleaning and repair of equipment.	Daily Weekly Monthly



## ADDITIONAL RESPONSIBILITIES RELATED TO CHEMISTRY

Key responsibilities:	Activities that are likely to be carried out	Suggested frequency
Under the (overall) control of the Head of Chemistry / Head of Chemistry, to coordinate the use of practical resources and facilities and provide assistance and advice in meeting the specific practical needs of the chemistry curriculum, including liaising with the other science technicians, teaching staff and support staff outside the department, e.g. Premises, finance etc.	<p>Manage ordering, preparation, maintenance, and assembling apparatus and materials specifically for the teaching of Chemistry, including:</p> <ul style="list-style-type: none"> <li>• Preparation of materials and equipment for practical chemistry, including solutions of aqueous reagents in accurate molar concentrations, setting up teacher demonstrations, including safety equipment such as safety screens etc.</li> <li>• Molymod kits</li> <li>• Quickfit glassware, burettes, reduced pressure filtration kit etc.</li> <li>• Managing compliance with regulations re. safe preparation, storage and disposal of all chemical materials following the COSHH regulations and CLEAPSS guidance.</li> <li>• Managing compliance with regulations re. Safe and secure management of the hazardous chemical storage room.</li> <li>• Managing compliance with regulations re. the maintenance &amp; servicing of fume cupboards throughout the department</li> <li>• Managing compliance with regulations re. the maintenance, servicing and storage of the high pressure gas cylinders (oxygen &amp; hydrogen)</li> <li>• Managing compliance with regulations re. the maintenance &amp; servicing of the departmental water distillation apparatus in the chemistry &amp; biology prep rooms</li> </ul> <p>And in relation to the above:</p> <p>Giving technical advice to teachers, technicians and pupils / students. Carrying out risk assessments for technician activities.</p> <p>Assisting in practical classes &amp; carrying out demonstrations.</p>	Daily / Weekly / as and when required



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# Person Specification

## Essential qualities/skills/experience required:

- Relevant Science qualifications to a minimum of A Level or equivalent standard
- Ability in particular to provide technical support in the Chemistry area as directed by the Head of Chemistry
- Good team skills and adaptable, pro-active attitude to problem solving and communication
- High levels of IT skills
- Ability to work well under pressure
- An interest in the development of young people and Science education
- Ability to build and maintain effective and appropriate working relationships with colleagues and students

## Desirable but not essential:

- Previous experience working in a secondary school environment, as a Science Technician
- Knowledge and/or experience of using data logging technology to enhance practical work in Science

The range of technical support required covers Integrated Science courses in Years 7 and 8 to Separate Science GCSE in Years 9, 10 and 11, through to A Level classes. The successful candidate must therefore have a balance between high level technical skills and broader knowledge of technical requirements across the Science subjects to support the Technician Team.



## Contact us

If you would like more information about Parkstone Grammar School please email [recruitment@parkstone.poole.sch.uk](mailto:recruitment@parkstone.poole.sch.uk)

Alternatively, if you wish to discuss the vacancy please call 01202 605605 8.00 – 4.30 Monday to Thursday and 8.00 – 4.00 on a Friday.

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