



TORMEAD

G U I L D F O R D



Candidate Brief Lower School Science Technician

SEPTEMBER 2021





Tormead is a 4 to 18 GSA girls' day school on an attractive site in Guildford. Building developments over the past ten years have transformed the School. The gracious original features of the building have been retained within the stunning new developments. Academic standards are consistently high, and the School has more girls applying than it has places for at 11+. A number arrive in Reception and stay through to Sixth Form; others arrive from a large range of state and independent schools at 11+.

Having participated in a dynamic careers programme, Sixth Formers progress to a wide range of courses at established universities, as well as take up prestigious apprenticeships. The School achieved 'excellent' in both parts of its last ISI inspection. Our commitment to IT innovation has led us to achieve the status of becoming an Apple Distinguished School.

Tormead values individuality, celebrates a diversity of achievement and encourages girls to follow their own dreams. Girls come to understand the importance of service and community amidst mutual support. Academic and extra-curricular pursuits offer challenge and breadth for everyone.

Underpinning this is a wholehearted commitment to the wellbeing of the girls. Highly responsive in the face of the constant, shifting challenges for young people, pastoral care at the School ensures the girls leave ready to achieve sustainable success in higher education and beyond.

Tormead Values:

- We treat everyone with respect and dignity
- We deliver academic excellence
- We enrich through a broad and varied curriculum
- We celebrate effort and achievement
- We bring out the best in our girls
- We prepare our girls for life beyond school

Leadership:

The Head leads the whole school with the support of a leadership team in the Senior School and one in the Junior School. The Executive Group consists of the Head, Director of External Relations, Head of Junior School and Bursar. The Senior Leadership Group includes seven Assistant Heads (Teaching, Learning and Mentoring; Curriculum; Adventure & Service; Wellbeing; Academic Performance; Data, Systems and Logistics; Careers), in addition to the Executive Group. The Junior School Senior Leadership Team consists of the Head of Junior School, the Head of KS1 and a Director of Studies.

School Structure:

The general pattern in the Junior School is one form in Reception to Year 2 and two forms in Years 3 to 6. In the Senior School, there are approximately 90 girls in each year, divided into four teaching and five pastoral groups, with teaching groups varying in size, as the girls start to make subject choices. In Year 7, about 40 girls arrive from the Junior School and about 50 come from a wide variety of state and independent schools.

A young girl with dark hair, wearing a blue school uniform, is smiling and holding a tablet computer. The image is partially obscured by a white diagonal shape on the right side.

Curriculum:

The School offers an academic curriculum to meet the needs of its selective intake. The School has embedded the High Performance Learning programme over the last 18 months into every aspect of school life across all age groups. The two-week timetable includes several Independent Study periods for all girls in the Senior and most in the Junior Schools, and individual investigation and inquiry is promoted throughout the whole age range.

The Junior School encourages child-initiated and outdoor learning opportunities, introducing more formal teaching as the girls get older, with specialist teachers delivering specific subjects. An 1:1 iPad scheme operates for girls from Year 5 to Upper Sixth.

In the Senior School, most girls take 10 GCSEs and there is a wide range of well-respected A Level subjects on offer, with large numbers taking maths and science subjects. Sixth Formers can take EPQ or an internal validation of a research project. The Beacon Programme offers a structured co-curricular programme of enrichment activities that runs challenges for girls around specific termly themes. Academic Scholars have a further programme of enrichment based on individual research. The educational ethos is about exciting and inspiring individual curiosity in every girl, and the School aims to blend an innovative, creative use of modern technology with the highest standards of teaching.

Pastoral:

Tormead has a well-deserved reputation for excellent pastoral care. Relationships between staff and girls and between girls of different ages are warm and strong. The atmosphere is one of respectful informality, where thoughtful behaviour is based on the School values, rather than lengthy rules and punishments. The House system strengthens cross-age group relationships and involves a number of much-anticipated annual events such as the House Fashion and Dance competition.

There are many avenues of pastoral support for the girls with Form Tutors and Heads of Year, overseen by the Assistant Head: Wellbeing, as well as pupil mentors, trained health care and pupil support staff and a school counsellor.





Extra-Curricular:

An exciting and varied extra-curricular programme operates for everyone, from Cheerleading Club to Feminist Society. There is a strong range of individual and team sports. The girls achieve considerable success regionally and at national level. Tormead is probably the top school in the country for gymnastics.

The standard of performance music is high, with a number of orchestral and choral groups for all levels in both the Junior and the Senior Schools. Drama performances are much anticipated by both those involved and their audiences.

An important part of the girls' school experience is a regular offer of trips, both within the UK and overseas. Links with schools abroad, including one in a Kenyan refugee camp and a partnership with two Nepalese schools, are building a global perspective on citizenship for the girls. Sixth Formers can volunteer service locally, once a fortnight, in school time.





The Site:

The School has made excellent use of a compact urban site. Older buildings blend with stunning new-builds on the Senior School site that provide the girls with innovative spaces to learn, reflect, collaborate and relax. A performing arts building provides an additional space for drama lessons, performances and rehearsals, as well as music lessons, rehearsals and practice rooms. The Junior School occupies a site across the road from the Senior School and KS1 facilities have had significant recent investment, including creating a delightful outdoor play space.

There is some scope for further site development at both the Junior and Senior Schools. The School makes use of sports fields and sports facilities off-site as well as its own sports hall, gymnasium and outdoor courts.

Partnerships:

Tormead offers local outreach provision in six local state schools.

This includes sessions in music and art, masterclasses in English, IT and maths and Sixth Form assistance in sport, art, English and dance.

Beyond the UK, girls raise funds for schools in Nepal and there have been a number of cultural exchanges. The School contributes to the UN Sustainable Development Goals around global girls' education. There is also a link with a refugee camp in north west Kenya, where a Tormead member of staff has visited to deliver teacher training.

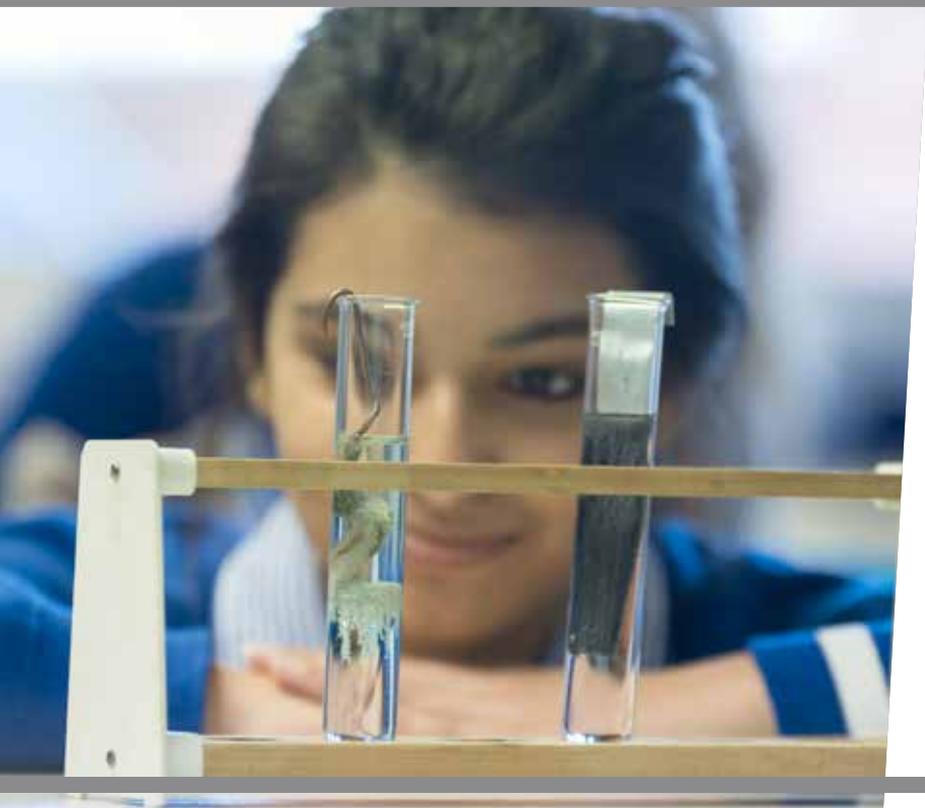
The choir and orchestra perform regularly at local concerts and services, and members of the local community are invited to the School for concerts, plays and exhibitions.



Job Description

About the role:

The Lower School Science Technician supports the teaching of Biology, Chemistry and Physics to Year 7 and 8 and Science to Year 6 by ensuring materials and equipment are set out in the laboratory at the start of lessons and safely cleared away after lessons. The Lower School Science Technician works closely with the Heads of Science Departments, Science Teachers and other Science Technicians to maintain and develop the rich, high standard of science provision at Tormead.



Responsibilities for the post include:

- Procuring materials and consumables for science practical lessons for Years 6, 7 and 8
- Planning equipment and material usage and availability on a minimum of a week-ahead basis with teachers. This will involve liaising with the Biology, Chemistry and Physics technicians
- Distributing materials and equipment for science lessons for Years 6, 7 & 8
- Clearing equipment and materials after practical lessons, including safe disposal of waste, washing glassware and returning equipment to its store
- Ensuring risk assessments are in place and up-to-date for Years 6, 7 & 8 science practical activities
- Ensuring the Lower School Science Laboratory and Lower School Technician's Preparation Room is kept in a safe and tidy state
- Ensuring there are stocks of stationery, board pens and board cleaning cloth in the Lower School Science Laboratory
- Ensuring equipment in the Junior School Science Room, Lower School Science Laboratory and Lower School Technician's Preparation Room is maintained in a clean and safe condition. This is including but not limited to: inspecting equipment for signs of damage before and after use; putting out electrical equipment for routine Portable Appliance Testing; and sending laboratory coats for professional cleaning regularly.
- Photocopying of resources and scanning test and examination scripts

The Successful Candidate:

The Lower School Science Technician is encouraged to support and collaborate across the Science Departments' and whole-school activities, e.g. assisting teachers with demonstrations and practical work in lessons to enhance the pupils' learning, accompanying school visits and trips, supporting the Duke of Edinburgh's Award Scheme and taking part in School House activities.

The successful candidate will be passionate about the Sciences and will have a minimum A Level education. A degree within a science-related subject would be advantageous as would experience in a similar role. The successful candidate will be an organised person with an interest in science who enjoys working as a part of a team and being part of the life of a school.

The post is part-time, commencing September 2021.

Remuneration:

Remuneration will be on the support staff payscale. Tormead is a member of the Teachers' Pension Scheme.

Applications:

Please send applications (by email only) to Mrs Holly Smith at recruitment@tormeadschool.org.uk.

How to apply:

Emails should be sent with the subject header 'Lower School Science Technician'. Applications should comprise the below documents, all of which can be downloaded from the school website www.tormeadschool.org.uk/vacancies.

- A letter of application addressed to the Head, Mr David Boyd, highlighting your interest and experience for the role, in support of your application (maximum 2 sides of A4)
- The completed Application Form
- The completed Equal Opportunities Monitoring Form

All applications will be acknowledged.

Deadline for applications:

Friday 16 April 2021 @ 4pm.

Interviews:

Candidates selected for interview will be contacted w/c 19 April 2021.



Tormead School is committed to the safeguarding and welfare of its pupils and all staff must share this commitment. Applicants must be willing to undergo an enhanced DBS check and other Child Protection screening including checks with past employers. The post holder must adhere to the School's Child Protection Policy at all times including attending mandatory training every three years.