

St Gregory's

CATHOLIC SCHOOL



Lead Science Technician (Maternity Cover)

APPLICATION PACK

[Letter from Headteacher](#)

[About St Gregory's Catholic School](#)

[School vision and values](#)

[School intent statement](#)

[Role description](#)

[Job description](#)

[Person specification](#)

[Application process](#)

Kent
Catholic
Schools'
Partnership



'Academies in Christ'
Part of the Archdiocese of Southwark

Every child is known and loved

Letter from the Headteacher

Dear Prospective Candidate,

Thank you for your interest in this exciting opportunity to join our dynamic team of dedicated professionals striving to provide our students with the very best Catholic education possible.

Our mission is clear and profound: to provide every student in our care with a world-class Catholic education, ensuring they are embraced by our inclusive and loving community. At the heart of our educational philosophy is the belief that **every child is known and loved**. Inspired by the life of St Gregory, we strive to empower our students, teaching them to understand their own unique value and dignity. Through this understanding, they can recognise and realise their God-given potential.

We aim for our students to become servant leaders, guided by principles of empathy and integrity, making unique and positive contributions to society and the world. We hold ambitious expectations for our students and challenge them to strive for the very best they can achieve. We enable our students to take personal responsibility for their education and development, overcoming barriers and owning their actions so that they can be rightly proud of their achievements.

At St Gregory's, we are dedicated to creating a safe environment for our students so that they can be themselves with confidence. Clear expectations are provided, allowing them to flourish academically, emotionally and spiritually. Our commitment to truly knowing each student enables us to provide a nurturing atmosphere where they can grow and thrive.

Central to our educational approach is the emphasis on personal and spiritual development. Opportunities for prayer, reflection, and collective worship form an integral part of school life. Through these experiences, students gain a deeper understanding of themselves and their spiritual formation. We encourage them to reflect on their lives, their beliefs, and the unique role they play in the world around them.

By joining us, you will play a crucial role in shaping the educational journey of our students. We would be delighted to discuss how you could become a part of our dynamic community, where a commitment to excellence, inclusivity and the values of our Catholic tradition defines who we are.

Thank you for considering St Gregory's as the place to inspire and be inspired.

Sincerely,
Mike Wilson
Headteacher
St Gregory's Catholic School



Every child is known and loved

About St Gregory's Catholic School



St Gregory's Catholic School is a Catholic secondary school and part of the Kent Catholic Schools' Partnership (KCSP). KCSP is a multi-academy trust (MAT) established by the Archdiocese of Southwark for Catholic education across Kent and it currently comprises 28 academies of which 23 are primary schools and five are secondary schools.

A seven-form entry secondary school located in Tunbridge Wells, St Gregory's is a popular destination for pupils from its Catholic partner primary schools in Tunbridge Wells, Tonbridge and Sevenoaks. As an inclusive academy, its dedicated staff, helpers and governance committee members work hard to ensure that every student is supported and challenged to be their very best. Each individual is encouraged to grow spiritually and intellectually, so that unique and positive contributions can be made to society and the world.

In its most recent denominational inspection in June 2024, St Gregory's was judged as 'Outstanding' for Catholic Life and Mission and 'Good' for both Religious Education and Collective Worship and, in its latest Ofsted inspection in October 2024, the school was judged as 'Good' in all areas. At the heart of the report is recognition of the school's mission to ensure that 'every child is known and loved' inspectors highlighted a "warm and welcoming environment", where students feel valued, supported and able to thrive.

Every child is known and loved

School vision and values

Our Vision

We provide every student in our care with a world-class Catholic education, welcoming them into our inclusive and caring community in which **every child is known and loved.**

We teach students to understand their own unique value and dignity, so they may recognise and realise their God-given potential and, inspired by the life of St Gregory, we empower them to approach the opportunities of their education with vigour. We aim for our students to adopt the role of servant leaders, acting with empathy and integrity to make unique and positive contributions to society and the world.

St Gregory's ALIVE values:

Ambition

Rooted firmly in Catholic teachings, we aim to nurture and guide our students to fulfil their God-given potential so they may achieve success. We support this by providing extensive opportunities in our students' education that include academic, co-curricular, personal and relationship guidance, as well as providing strong role models and teaching moral and ethical values.

Leadership

We strive to be a community of servant leaders, where individuals gain a clear sense of self and purpose, knowing their values and using these to guide how they enrich the community in which they belong.

Integrity

We teach our students to value honesty and have strong moral principles, using their discernment to govern their actions and take responsibility for their choices.

Vigour

Inspired by the life of St Gregory, we empower our students to work with vigour, so they approach all activities and opportunities with effort, energy and enthusiasm.

Empathy

We aim for our students to understand and value the feelings of others and for them to know they are loved and celebrated irrespective of their differences. We also give them the confidence to celebrate their own differences.

Every child is known and loved

School intent statement

Our school is a community centred on the Catholic ethos that strives for excellence, and teaches students the knowledge, skills and attributes they require to be effective 'life-long learners'. Students are happy and fulfilled, because they are nurtured in an environment where they are cared for, known and loved, and encouraged to be unique individuals. We pride ourselves on educating students academically, morally and spiritually, to go out into the world as socially responsible and successful individuals who have a strong sense of how they will use their skills and talents to make the world a better place. We do this by providing a curriculum rich in knowledge and skills, focused on strong relationships which encourage shared values and mutual respect.

At St Gregory's we develop young people who think deeply, are knowledgeable and are informed because they understand how to learn and the value of learning. Students make and articulate informed judgements, hold discussions and show compassion and empathy that enables them to make considered decisions and partake fully in wider society. St Gregory's underpins the Kent Catholic Schools' Partnership vision of a rich, child-centred curriculum that fosters a love of learning.

Our ambitious curriculum carefully sequences learning, so that students learn and apply knowledge and skills which are enhanced further with an exciting diversity of enrichment activities. We strive to provide world-class opportunities for our students, and seek to develop the 'whole person'. Our carefully considered curriculum is well planned, well-structured and thoughtfully sequenced, so that long term learning builds. Memory is fundamental and is developed by students thinking hard to retrieve knowledge, spacing concepts and skills in each subject, and interleaving them throughout the curriculum.

With Christ's love at the centre of all that we do, our curriculum aims to develop young people who:

- Are happy and feel fulfilled
- Are curious, enjoy learning and have high expectations for themselves and are ambitious for their futures
- Act as positive role models, guiding others by example
- Can make and articulate informed decisions and take responsibility for themselves
- Approach activities with effort and commitment, showing resilience and perseverance
- Demonstrate respect, compassion and empathy towards the beliefs and values of others

Every child is known and loved

Role description

The Lead Science Technician (Maternity Cover) at St. Gregory's Catholic School is responsible for maintaining the smooth operation of the Science Department's technical support service during the absence of the permanent postholder. The role involves organising and delivering practical resources for Biology, Chemistry, and Physics lessons, ensuring all activities are safely and effectively prepared.

The postholder will oversee health and safety compliance, including risk assessments and the safe handling of equipment and chemicals. They will also manage stock, maintain laboratory spaces, and support staff to ensure continuity in high-quality teaching and learning. Strong organisational skills, knowledge of laboratory procedures, and the ability to work independently are essential.

Benefits of working at St Gregory's Catholic School

- A supportive and caring working environment for staff and students
- Training opportunities are provided for all staff
- Participation in overseas and UK school residential trips.
- Generous Pension scheme for all staff – 22.5% employer contribution for support staff
- Access to Kent Rewards which offers a range of local and national discounts in shops and health clubs, as well as discounts on travel, insurance and Kent Adult Education courses.
- Flu vaccination reimbursement.
- Eye test subsidy.
- Employee Assistance Programme which offers confidential, practical and emotional support including financial guidance, legal enquiries, counselling, and additional support services.
- State of the art Fitness Suite for staff to use free of charge.
- Chapel with opportunities for collective prayer and reflection, welcoming to those of all faiths and none and the opportunity for support from our Chaplain.



Every child is known and loved

Job description

Job Title:	Lead Science Technician (Maternity Cover)
Contract Period:	*Fixed Term (1 September 2026 – 21 July 2027)
Salary Grade:	KSE £27,852 (pro-rated £23,656)
Hours/Weeks:	Monday to Friday, 37 hours/week. Term time plus 5 non-pupils' day
Line Manager:	Head of Science

*This is a temporary offer of employment to provide cover for the maternity leave of a member of staff. The contract is therefore fixed-term and linked to a specific temporary operational need.

Purpose of Job:

To support Science staff in delivering the National Curriculum and other related science and to support the aims of the school

Our Offer:

We create an environment where our staff can thrive and enjoy the work that they do which enables our young people to flourish, gain confidence, achieve and be happy. We have a reputation for being a very caring environment and we have a great record for investing in staff training and development.



Every child is known and loved

Job description

General Responsibilities:

General	<ul style="list-style-type: none">• Under the direction/instruction of senior staff: provide general support to staff and students, including preparation and routine maintenance of resources/equipment• Maintain up to date records of stocks and accurate financial procedures are adhered to and expenditure is kept within budget• Organise and supervise the work of other technicians in the department ensuring that their work is of the required standard and that all policies and procedures are adhered to. Undertake their performance reviews in order for their training and development are met.
Support for students	<ul style="list-style-type: none">• Support students in accessing learning activities as directed by the teacher
Support for the Teachers	<ul style="list-style-type: none">• Ensure the maintenance of a clean and orderly working environment• Timely and accurate preparation of routine equipment/resources/materials, including practicals, for designated staff• Responding to staff weekly request forms• Undertake basic record keeping as directed• Assist the teacher with learning activities ensuring health and safety and good behaviour of students• Provide clerical/admin support e.g. photocopying, printing, display, ordering equipment, collection and recording of money etc
Support for the Curriculum	<ul style="list-style-type: none">• Monitor and arrange orderly and secure storage of supplies• In the allocated preparation rooms ensure an organised and accessible (e.g. labelled shelving, etc) environment that is safe and orderly• Maintenance of everyday equipment, check for quality/safety• Undertake simple repairs and reporting any replacement, repair or new equipment needs as necessary• Operation of everyday equipment in accordance with instructions• Updating stock records as appropriate• Carry out risk assessments on any appropriate activities personal to them• Inform Subject Leader of any safety concerns or issues immediately• Liaise with Subject Leader regarding safety issues in designated laboratories.
Support for the School	<ul style="list-style-type: none">• Be aware of and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to an appropriate person• Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop• Contribute to the overall ethos/work/aims of the school• Appreciate and support the role of other professionals• Attend relevant meetings as required• Participate in training and other learning activities and performance development as required• Assist with the supervision of students out of lesson times, e.g. clubs, extra-curricular activities

This job description outlines the main duties and level of responsibility of the post for the time being. It is not a comprehensive or exclusive list and it cannot anticipate future service demands. There is a clear expectation of the post holder that they will make a positive contribution to enhancing and adapting services.

Job descriptions will be reviewed, in consultation with the postholder, at least annually or whenever there may be a significant change to the role.

Every child is known and loved

Person specification

	Criteria	Essential / Desirable
Faith Commitment	Understanding of the distinctive nature of a faith school	D
	A practising Catholic	D
Qualifications	5 GCSE (A*- C) including English Maths and Science (or equivalent)	E
	Health & Safety & COSHH Accreditation	D
	Accreditation in Basic First Aid	E
Knowledge & Experience	Knowledge and experience of Health and Safety and COSHH regulations	E
	Practical knowledge and experience of science in a laboratory environment	E
	Ability to use relevant technology, e.g. computer, video, photocopier	E
	Ability to relate well to children and adults	E
	Basic first aid knowledge as appropriate	E
	Good level of ICT skills	E
	Working knowledge of Trust and school policies and procedures	D
	Experience of setting up Biology/Chemistry or Physics KS4 and KS5 practical	D
Skills, Qualities & Abilities	Empathy with pupils	E
	Ability to use ICT effectively	E
	A commitment and understanding of the use of ICT within the curriculum	E
	Excellent communication and interpersonal skills	E
	Excellent organizational skills	E
	Good numeracy/literacy skills at NVQ equivalent	E
	Ability to work constructively as part of a team, understanding school roles and responsibilities and your own position within these	E
	Ability to remain positive and enthusiastic when working under pressure	E
	Ability to organise work, prioritise tasks, make decisions and manage time effectively	E
	Ability to apply an adaptable and flexible approach to achieving objectives, without direct supervision	E
	Willingness to participate in further training and development opportunities	E
	Ability to work on own initiative, including knowing when and why items for decision need to be referred upwards	E

Every child is known and loved

Application process

You are welcome to contact HR at HR@sgschool.org.uk if you would like to visit the school before submitting an application.

For ease of applying, we are happy to accept applications directly via Kent-teach using [CLICK HERE](#)

Should you be shortlisted for interview, additional information may be requested at that time.

Closing date for applications: 20 April 2026 at 09:00 am

Start date: 1 September 2026

All applicants need to have the Right to Work in the UK to be considered for this role. This vacancy may close on or before the specified closing date depending on the volume of suitable applicants. If you are unsuccessful, we will contact you accordingly

Safer Recruitment

St Gregory's is committed to safeguarding and promoting the welfare of children and this position is subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. We are an equal opportunities employer.

Candidates will be subject to an online search if shortlisted. The search will not form part of the shortlisting process itself and shortlisted candidates will have the chance to address any issues of concern that come up during the search at interview.



Every child is known and loved