



**RATCLIFFE**  
COLLEGE

Appointment of

# **CHEMISTRY TECHNICIAN**

## **PART-TIME, TERM TIME**



**BEGIN HERE,  
GO ANYWHERE.**

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# HEADMASTER'S INTRODUCTION

Welcome to Ratcliffe College.

I am delighted that you are considering applying for a role at our wonderful school. First and foremost, Ratcliffe College is a fantastic place to work. We are blessed with a beautiful physical environment set in almost 200 acres of rolling Leicestershire countryside. Our staff, teaching and non-teaching, work in harness, daily, to provide a safe, secure, and nurturing environment for the children and young people to enjoy. Our collegiality is built on the foundations of the College's Catholic faith, which welcomes everyone with the same universality of warmth and respect, embracing difference and cultivating an authentic community which values everyone equally.

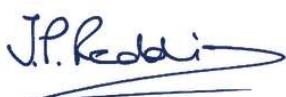
As a Catholic School with a proud Rosminian heritage which has endured since our Foundation in 1847, our aim is to help young people to achieve their greatest potential, guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others. Together, we aim to develop honest, confident, responsible, and compassionate members of society, based on the educational values of Blessed Antonio Rosmini, inspired by our school motto, *Legis Plenitudo Charitas* ' or Love is the fulfilment of the Law.

At Ratcliffe College, Christ is very much at the centre of all that we do. So, if our Mission resonates, and you believe you can be happy and thrive here, I encourage you to apply and join our team of staff as we fulfil our Mission.

I wish you all the very best of luck with your application.

Yours sincerely,

Kind regards,



Mr J. P. Reddin,  
Headmaster.



# BEGIN HERE, GO ANYWHERE.





# OUR MISSION STATEMENT

**“Learning and Growing in the Light of the Gospel.”**

**With Christ at the centre of our learning we:**

- Help young people to achieve their greatest potential.
- Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others.
- Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini.

**Our core Rosminian values:**

**1. Legis Plenitudo Charitas: Love is the Fulfilment of the Law.**

Our community recognises each individual as a unique part of God's creation, nurtures in each a sense of dignity and self-worth, and fosters supportive and caring relationships.

**2. Rosminian Education pursues the perfection of both human nature and the human person.**

Our students' intellect and talents are formed by a broad and balanced curriculum, responsive to and supportive of students' needs and aspirations. Our students' moral integrity is developed through the teaching, celebration and the living of Christian faith.

**3. Intellectual integrity leads us to the Truth.**

God is the source of all truth. Our staff are encouraged to foster intellectual curiosity, honesty and achievement in their students and within themselves.

## OUR VISION

To be a leading independent day and boarding school, which is financially secure.



**SCAN THE CODE**  
3-YEAR STRATEGY  
DEVELOPMENT PLAN  
2025-2028.

# ABOUT RATCLIFFE COLLEGE

Ratcliffe College is an Outstanding Roman Catholic, co-educational, day and boarding school for students aged between 3 and 18 years, founded in 1847 by the Institute of Charity (known as the Rosminians).

Whilst Ratcliffe operates as a Catholic school, children are welcomed from other denominations and faiths whose parents feel they can share in, and benefit from, the ethos and environment of the College. The majority of students at Ratcliffe are day students drawn from the local catchment area of Leicestershire, Nottinghamshire and Derbyshire.

## **The Senior Leadership Team comprises:**

- **Headmaster**  
Mr J Reddin, BSc, MSc, NPQH
- **Senior Deputy Head**  
Mr K Ryce, BA, MSc
- **Deputy Head Pastoral**  
Mr J Rainer, BA, MA
- **Director of Safeguarding**  
Mr J Masterton
- **Assistant Head Academic**  
Ms J Davis, BA, MSc
- **Assistant Head, Head of Sixth Form**  
Mr B Harrison, BA
- **Head of Preparatory School**  
Mrs S Boccaccini, MEd, MSc, MCCT
- **Deputy Head of Preparatory School**  
Mrs M Markham, BMus
- **Director of Finance and Operations**  
Mr C Bellamy, HND

## **Boarding Community**

Ratcliffe benefits from a vibrant, warm and welcoming boarding community that has long been part of the School's history. All students are encouraged to participate in boarding during their years at school – as full, weekly, part-time or occasional boarders. Its close-knit community of friends and teachers' is a supportive environment where our young people thrive.

Our boarding community comprises students from both the UK and overseas, including those who join through our partnership with the Academy at Leicester City Football Club.

The College also offers several short-term international boarding programmes throughout the year, including 3–4 immersion taster experiences and an annual International Summer School, all delivered by Ratcliffe staff.

Boarders benefit from a strong pastoral framework. Each student is supported by a Form Tutor who monitors their academic progress and personal development, alongside the care and guidance provided by a dedicated and experienced boarding team.

“ We witnessed calm classrooms with engaged students working independently, or in covert huddles.

The Good Schools Guide (2024)



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## Boarding Structure and Co-Curricular Life at Ratcliffe College

The coordination and oversight of all boarding arrangements are the responsibility of the Deputy Head Pastoral, Mr J Rainer, supported by the Housemaster, Mr J Estevez, and Housemistress, Mrs L Webster. All members of the boarding leadership team reside on site with their families, contributing to the warm and inclusive atmosphere of the boarding community.

Ratcliffe College maintains a family-friendly community. This is supported by the enclosed campus and the layout of the main school building, which houses both academic departments and communal boarding facilities, promoting daily interaction between students and staff.

### Co-Curricular Opportunities - The 'Big Six'

Ratcliffe operates a ten-day timetable over two academic weeks (Monday to Friday, with no Saturday morning lessons). However, many day students choose to remain on site after lessons to complete their prep or to take part in the School's wide-ranging co-curricular programme. Sport, Music, Drama, Combined Cadet Force, the Duke of Edinburgh's Award Scheme and Caritas are all extremely popular, in addition to which there is a full and varied programme of lunchtime and after-school activities, together with a variety of Sixth Form clubs on offer.

## Weekend Activities and Enrichment

An engaging weekend activities programme is in place, including inter-school sports fixtures on Saturdays. Most boarders remain on site over the weekend, attending Sunday Mass in the College's chapel and taking part in the weekly Boarding Community Trip and local excursions.

This high-quality programme is a distinctive feature of life at Ratcliffe, enriching students' overall experience. A variety of day and residential educational visits take place throughout the year, while Activities Week at the end of the Summer Term exemplifies the College's commitment to educating the whole child.

“

Co-curricular offering is the lifeblood of the College. Pupils say they are never bored.

The Good Schools Guide, 2024.



# Rosmini Sixth Form Centre



## ACADEMIC EXCELLENCE

Ratcliffe students enjoy an excellent all-round balanced education, underpinned by the College's core Rosminian Catholic ethos.

While students at Ratcliffe have a broad range of ability, academic success is strongly encouraged, valued and recognised; indeed, the greatly improved academic standards in recent years have proved popular both with parents and prospective parents, as reflected in the numbers of students applying to join the College.

**Ratcliffe College has repeatedly ranked in the top 10% nationally for value added results at A Level.**

**A Level results achieved in 2025:**

- 45% of A Level grades A\*/A
- 71% grade B or above.
- Ten percent of students achieved A\*/A\*/A or better.
- One in four students achieved A Level or BTEC grades equivalent to A/A/A or higher.

Over 90% of students typically achieve their first choice pathway for life after School. This includes students taking up places at Oxford, Cambridge, and other highly selective Russell Group universities; for Medicine, Dentistry and Veterinary Science; and at universities abroad.

**Ratcliffe College has been judged 'Excellent' in all areas (ISI Inspection, 2022).**

Read the full Inspection Report [here](#).

# THE BENEFITS OF WORKING AT RATCLIFFE COLLEGE



SCAN THE CODE  
VIRTUAL CAMPUS  
TOUR.



Free lunch and refreshments



Free parking on-site



TPS or Defined Contributions  
Pension Scheme



Professional Developmental  
opportunities



## Staff Wellbeing

- Staff Wellbeing Committee
- Free staff social events
- Access to on-site Medical Care
- Ratcliffe College Community Committee
- Access to the School Counsellor
- Free health line for staff and their families



## Sport and Leisure

- Free use of the on-site gym (at specified times)
- Leicestershire County Cricket Club family tickets (limited)



PLENITUDE

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“

Pupils have excellent attitudes to learning and considerable willingness to participate across all areas of their education.

# VACANCY

## CHEMISTRY TECHNICIAN

### 15 HOURS PER WEEK

We are seeking to appoint an enthusiastic and dedicated Chemistry Technician to work within our Science Department, supporting the planning and delivery of high-quality practical chemistry lessons for students in the Senior School.

#### Science at Ratcliffe College

At Ratcliffe College, science matters. Practical science can be transformational; it sparks curiosity, develops critical thinking, and plays a vital role in a student's academic and personal development. Chemistry, in particular, helps students understand the world around them and equips them with valuable analytical and problem-solving skills.

We aim to nurture every student's interest in science, from those aspiring to pursue chemistry and STEM subjects at university and beyond, to those for whom science forms an essential part of a broad and balanced education. The Chemistry Technician plays a key role in maintaining laboratories, preparing materials, supporting experimental work, and promoting safe laboratory practice across the department.

To be responsible to the Head of Science and Teacher in Charge of Chemistry in coordinating the use and development of practical and other resources to Chemistry staff and students. This is a job share position.

Chemistry is a subject undertaken within the School at Key Stage 3 up to A Level. The Chemistry Technician will be required to assist all of these student groups and particularly in terms of preparation and support of GCSE and A Level practical exams.

The advert will close when a suitable candidate is appointed, therefore early application is advised.

**Working days: Thursday & Friday**

**Hours: 8.10am - 4.10pm**

**Term Time - 35 weeks (term time +1)**

**Salary: £7,797pa**

# JOB DESCRIPTION

Job Title: Chemistry Technician

Responsible to: Head of Science/Teacher in Charge of Chemistry

Accountable to: Head of Science

## Key Responsibilities:

### Practical Class Activities:

- Responsible for organising and providing equipment and chemicals required for class practicals, demonstrations and investigations, from Year 7 to Year 13.
- Organise and maintain prep room and keep a catalogue of all experiments.
- Assist with supervision of students in practical classes as appropriate.

### Administration:

- Responsible for monitoring budget for Chemistry Department and, as required by Head of Science, for Science Department.
- Deal with invoices and order resources, equipment and check deliveries.
- Responsible for setting up spreadsheets or similar systems on computer, used in the management and control of resources, including books, files and paper resources.
- Keep and make available record of timetable/room changes.

### Maintenance:

- Responsible for the maintenance and minor repair of equipment, ensuring all materials and laboratories remain in a clean and safe working condition and reporting any faults to appropriate persons.
- Responsible for ensuring the maintenance of Departmental photocopier.

### Equipment and Resources:

- Responsible for the organisation and safe storage of equipment and materials and the safe disposal of waste material, including hazardous resources.
- In consultation with teaching staff, responsible for the design, development and maintenance of specialist resources.
- Responsible for the promotion and observance of a healthy and safe working environment.
- Responsible for routine checks on apparatus and materials and the instruction of others on safety issues, e.g. fume cupboard testing, PAT testing, updating and reviewing departmental risk assessments.
- Give technical advice and support to teaching staff and students.
- To work according to Health and Safety regulations being aware for your own safety and the safety of others.

### Departmental Communication:

- Attend meetings, briefings as appropriate and liaise with other technicians and other school departments, eg maintenance, in order to communicate information and complete tasks.

## Health and Safety:

- Responsible for the promotion and observance of a healthy and safe working environment.
- Responsible for routine checks on apparatus and materials and the instruction of others on safety issues, e.g. fume cupboard testing, PAT testing, updating and reviewing departmental risk assessments.
- Give technical advice and support to teaching staff and students.
- To work according to Health and Safety regulations being aware for your own safety and the safety of others.

## Promotion of the Department and the Subject:

- Assist with the production of displays and photoboards and assist to prepare for Open Days and other events organised by the Department.

## In service education and training:

- Responsible for keeping up to date with current procedures and practices through continuing professional development where appropriate.

# PERSON SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>
<b>Personal qualities</b>	Commitment to the ethos and aims of the school	
	Initiative and enthusiasm	
	Hard working and good stamina	
	Ability to maintain appropriate and supportive relationships with children and staff	
	Commitment to the development and sharing of good practice in the Science Department	
	Ability to be flexible in approach and to be able to adapt working hours to meet demands of practical examination assessments where necessary.	
	Enjoys working with children of all ages.	
<b>Qualifications</b>		A Level (or equivalent) in Chemistry, HND Science or Science Graduate
<b>Experience</b>		Working in an educational environment in a Science related activity
<b>Skills</b>	Excellent interpersonal and communication skills	
	Ability to prioritise	
	Knowledge, understanding and competence in ICT	
	Ability to command respect of children and staff	
	Good organisational skills	
<b>Knowledge</b>	Knowledge of Health and Safety and safe working practices	Working knowledge of the National Curriculum for Science, GCSE and A Level Chemistry syllabi



# HOW TO APPLY

1

## COMPLETE AN ONLINE APPLICATION FORM

Visit our vacancies page.

Please follow the link above to visit the main vacancies page on our school website. Search for the vacancy you wish to apply for, complete the online application form in full and submit it to us before the closing date.

2

## INVITED TO INTERVIEW

If you do not hear anything further within two weeks of the closing date, please assume that you have not been successful on this occasion.

Ratcliffe College reserves the right to interview and appoint ahead of the closing date.



# RATCLIFFE TERMS

## **Child Protection**

Ratcliffe College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This role is exempt from the Rehabilitation of Offenders Act 1974, and applicants are required to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules), in order to assess their suitability to work with children.

For further information, please see the [Recruitment, Selection and Disclosures Policy](#) and <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

The College is also registered for the processing of personal data in accordance with the Data Protection Act 1998. Such checks are required in accordance with the Recruitment, Selection and Disclosures policy and the Data Protection policy. Copies of these policies may be obtained from the Director of Finance and Operations upon request.

## **The appointment is subject to satisfactory:**

- References, of which one must be from a current or most recent employer if not currently in employment
- Disclosure and Barring Service check (including children's barred list check if appropriate)
- Open source check
- Proof of identity
- Right to work check
- Qualifications check
- Health screening





EST. 1847  
**RATCLIFFE**  
COLLEGE

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[www.ratcliffecollege.com](http://www.ratcliffecollege.com)



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