

Supporting Technician
and Teacher Development
in Schools and Colleges.
Mathematics and Science
Learning Centre

CLEAPSS Training Courses for Technicians and Teachers 2015/2016



We are delighted to offer these courses for science technicians and teachers in partnership with CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services) whose courses support exciting and safe practical work in schools and colleges. These high quality sessions are delivered by experienced trainers from CLEAPSS who have worked in partnership with the Mathematics and Science Learning Centre, University of Southampton for a number of years. The trainers and their sessions have consistently received very good evaluations for both the training and CLEAPSS course materials included with each session.

CLEAPSS courses are suitable for a range of audiences including Heads of departments, teachers, technicians and senior leaders who line manage practical subjects. See www.cleapss.org.uk for further details.

At only £110 per person to attend, these one day courses including lunch, refreshments and all CLEAPSS course materials represent excellent value for money.

These courses are running at several venues along the South Coast that work in partnership with the Mathematics and Science Learning Centre. The courses typically run 9.30am – 3.30pm.

The venues are:

Worthing College
1 Sandition Way
Worthing
West Sussex
BN14 9FD

Mathematics and Science
Learning Centre
Highfield Campus
University of
Southampton
SO17 1BJ

Queen Elizabeth's School
Blandford Road,
Wimborne
Dorset
BH21 4DT

Thomas Hardy School
Queen's Avenue
Dorchester
Dorset
DT1 2ET



YouTube

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Health and Safety for Science Technicians

Suitable for: Technicians

This course was originally designed by a team set up by the Association for Science Education to help with the health and safety training of school laboratory technicians and has the following objectives:

- to raise awareness of safety issues and current Health and Safety legislation
- to make technicians more comfortable with their responsibilities
- to help delegates become more aware of the range of CLEAPSS services and advice
- to practise risk assessments, to consider what safe management – managing safely means in practice for technician
- and, optionally, to devise an Action Plan

What will the course include?

- legislation on health and safety including the Health and Safety at Work etc Act 1974 and its subsequent regulations
- legal bans, myths and rumour
- risk assessments in general, and personal risk assessment for technicians
- safe management and handling of resources for practical science
- communication

Dates: 18 November 2015 in Southampton
OR 24 February 2016 in Southampton
OR 4 May 2016 in Southampton

Date: 15 December 2015 in Wimborne

Date: 18 May 2016 in Worthing

Working with Glass

Suitable for: Technicians and Senior Technicians

This practical course will provide technicians with the knowledge and skills required to make most of the simple bends, and other items required for gas preparation, in most secondary school science departments. It will also demonstrate how some items of broken glass equipment can be repaired.

What will the course include?

- introduction to types of glass, their properties, uses and safe handling
- different types of burners
- cutting and polishing tubes and rods
- simple glass bends and more advanced bending including double bends
- how to safely insert/remove glass into/from bungs
- sealing wire into glass
- repairing glass
- making a decorative glass bead
- other techniques including, drawing pipettes, closing tubes, joining and blowing glass

Date: 3 November 2015 in Wimborne

How to book

Tel: 023 80 59 8810

Email: mslc@soton.ac.uk

www.southampton.ac.uk/mslc

Introduction to Preparing Solutions and Apparatus Safely

Suitable for: Technicians

This practical course is designed for science technicians that are new and/or inexperienced; more-experienced technicians may also find some aspects useful. The course aims to introduce technicians to CLEAPSS resources and support, and to introduce the basic skills needed to work safely and effectively in the prep room.

What will the course include?

- introduction to CLEAPSS and keeping up to date
- the need for control measures to manage risks
- recipe sheets (what, why and how)
- getting the right chemical - reading the label and knowing when to ask for help
- making solutions: choosing the right equipment, basic techniques and simple adaptations to recipes
- supporting class activities: identifying equipment, setting out, delivering, retrieving and clearing up
- setting up equipment for a demonstration
- simple glasswork

Date: 21 October 2015 in Southampton

Date: 2 December 2015 in Worthing

Date: 8 June 2016 in Wimborne

“Great, well planned course with all the right information and some great practical ideas.”

CLEAPSS course participant



Supporting Safe and Successful A Level Chemistry

Suitable for: Technicians

High quality practical work is a key aspect of successful advanced-level chemistry courses. This course gives technicians hands on opportunity to develop and enhance the skills, expertise and understanding necessary to provide effective support of post-16 chemistry courses. The course is ideally suited to technicians who are new to, or have limited experience of, supporting advanced-level chemistry courses.

What will the course include?

- planning ahead
- looking at the practical demands of advanced courses
- preparing and organising assessed practical work
- keeping it safe – for advanced level chemistry
- keeping up to date: latest news
- dealing with more difficult chemicals
- multi-stage practicals and investigative project work
- exploring advanced techniques and equipment
- potential problems and innovative solutions
- technician tips and sharing ideas
- sources of resources – the good, the bad and the ugly!

Participants will be able to:

- raise their awareness of the practical demands of post-16 chemistry courses
- consider strategies for providing effective technical support at this level
- gain experience in the set-up and demonstration of a range of advanced-level chemistry experiments
- update their knowledge of H&S issues with regard to chemicals
- recognise and select appropriate resources to support practical chemistry at this level

There will be four main workshops:

- Safety in school science – the role of the NQT
- Risk assessment and dealing with emergencies
- Planning and organising a practical lesson
- Dealing with issues raised by participants including learning from past accidents

Date: 3 February 2016 in Southampton

Date: 9 March 2016 in Worthing

How to book

Tel: 023 80 59 8810

Email: mSLC@soton.ac.uk

www.southampton.ac.uk/mSLC

Supporting Safe and Successful Classroom Chemistry

Suitable for: Technicians, Senior Technicians, Teachers

This course provides technicians with an opportunity to develop and enhance the skills and confidence needed to provide effective support for chemistry teaching in secondary schools and colleges. The course is best suited to technicians who have some experience but who wish to develop their chemistry expertise. The course has also proved useful for recently-qualified teachers and those teaching 'out-of-specialism'.

What will the course include?


- developing expertise - using and maintaining specialist equipment
- developing skills and techniques
- preparing and checking solutions (and titration calculations!)
- safe heating techniques
- handling hazardous chemicals - alkali metals and halogens, gases and explosions and controlling smelly practicals
- limiting and dealing with hazardous waste
- curriculum chemistry and innovative ideas for practical work
- keeping up to date
- sources of resources - the good, the bad and the ugly!

Participants will be able to:

- gain experience of a range of chemistry experiments and demonstrations
- develop confidence and skills with chemistry techniques and equipment
- update their knowledge of Health and Safety issues with regard to chemicals
- share ideas about how to support safe classroom chemistry
- raise awareness of appropriate resources to support practical chemistry

Date: 9 December 2015 in Southampton

Date: 23 March 2016 in Wimborne



“Very informative for the new methods of data collection needed for the upcoming changes in sixth form and GCSE.”

CLEAPSS chemistry course participant

Safety with Chemicals for Technicians

Suitable for: Technicians

This course is suitable for technicians who are taking on or already have responsibility for chemicals. No prior chemical knowledge is required. Note: the course is not intended for those with detailed chemical experience, though it can help in adapting outside experience to work in school science.

What will the course include?

- how to find information on chemicals and their hazards in school use, including understanding their names and ordering and receiving chemicals
- understanding and using safety information on labels
- the role of Hazcards and how to use them
- handling, using and storing chemicals including control measures, personal protection and fume cupboards
- making up solutions - molar, percentage and 'vol' concentrations
- an introduction to waste and recycling
- chemical emergencies and the need for training including spills practical and fire demonstrations
- making labels: why, when and how

Date: 25 February 2016 in Southampton

Date: 6 July 2016 in Wimborne

Supporting Safe and Successful Classroom Physics

Suitable for: Technicians

This course is designed to enable technicians to be more confident in supporting the teaching of practical physics and provides opportunity share expertise.

This course assumes you have a basic level of experience in physics. If not, you would be advised to attend the Introduction to Supporting Physics teaching for Technicians course first.

What will the course include?

Safety overview of hazard identification and risk assessment with demonstrations, including lasers, microwaves, ionising radiations, heat, flammable liquids, electrical and mechanical hazards.

Practical activities (subject to availability), with an emphasis on the work often carried out by technicians to support physics teaching will include:

- Electricity - work with Extra High Tension power supplies, Transformers & power lines, electron beam tubes and the Van de Graaff generator
- Low voltage work including using ammeters, voltmeters & multimeters, thermistors, light dependent resistors and electric motors
- Model steam engines; how to set one up, and what to look for before each use
- Ionising radiation; waves; Oscilloscopes and signal generators, the Rubens tube, Lasers and LEDs
- Some prior familiarisation with section 12 of the CLEAPSS Laboratory Handbook would be helpful for attending this course.

Date: 16 March 2016 in Worthing

How to book

Tel: 023 80 59 8810

Email: mssl@oton.ac.uk

www.southampton.ac.uk/mssl

Introduction to Supporting Physics Teaching for Technicians

Suitable for: Technicians

This practical course is designed for science technicians who are new and/or inexperienced with the physics equipment used in science departments. More experienced technicians may also pick up some useful tips.

What will the course include?

- basic electricity
- setting up a simple circuit to test fuses, leads, etc
- using a multi meter
- soldering techniques
- looking at ‘hazards’ in physics
- recognising physics apparatus
- setting up physics equipment and identifying potential problems

Date: 11 November 2015 in Southampton

Date: 22 March 2016 in Wimborne

Date: 4 November 2015 in Worthing

“Very professional trainer with excellent knowledge and excellent guidance.”

CLEAPSS course participant



Supporting Safe Practical Microbiology I

Suitable for: Technicians, Teachers

Do you lack confidence/experience in providing for school microbiology? This intensive course covers all the essentials of health and safety and aseptic technique that are necessary for safe and effective KS3, GCSE and A level microbiology practicals. The course is hands-on so you will gain confidence as you practice the skills during the day.

What will the course include?

- health and safety aspects to comply with the COSHH regulations
- skills required to provide safe equipment and practicals
- safety aspects when culturing unknown environmental microbes
- safe sub-culturing of microbes for student use in lessons
- dealing with spillages of contaminated materials
- ideas for safe and successful practical activities
- disposal

All agar plates and slopes made on the course can be taken away to watch the cultures develop.

Date: 28 June 2016 in Southampton

Supporting Safe Practical Microbiology II

Suitable for: Technicians, Senior Technicians, Teachers

Do you need to provide investigative practicals that allow students to develop the practical and analytical skills required for the microbiology and cellular genetics components of current specifications, in particular the 2015 A levels?

The course introduces a range of practicals that help students to develop the skills required for safe microbiology practical work, and that are also investigative. Microbiology is very good for investigative work, as very many aspects are still unknown as they relate to the control of genes within the microbial cells.

We expect the discussions on the course to generate a wide range of exciting ideas for investigative activities to support learning, as well as for assessment of practical work at A level and the International Baccalaureate.

This is an intermediate CLEAPSS microbiology course, covering general applications of quantitative microbiology. We expect that you are familiar with microbiological safety and aseptic technique, such as that covered in “Supporting safe practical microbiology I”.

What will the course include?

- health and safety and risk assessment in microbiology investigations
- training students in safe use of microbial cultures, using a Gram staining activity
- training students to reduce possible contamination, using a streak dilution activity
- investigating transfer of genetic material between microbes, using gutter plates
- investigating factors affecting growth of microbial cultures, using a range of total and viable counting techniques
- investigating the induction of bacterial genes, using ONPGctical
- investigations, and use of IT to analyse

Date: 29 June 2016 in Southampton

How to book

Tel: 023 80 59 8810

Email: mslc@soton.ac.uk

www.southampton.ac.uk/mslc

Safety Examination of Autoclaves, Pressure Cookers and Model Steam Engines

Suitable for: Technicians, Senior Technicians, Teachers

This course is aimed at the person in a school who has been asked to carry out the examination of pressure vessels to ensure they are safe to use under the Pressure Systems Safety Regulations (2000). In particular, we will be considering the role of CLEAPSS in meeting the requirements specified by the HSE in the 2014 ACOP.

NOTE this course will focus on equipment that is not thermostatically controlled. If you are in doubt about whether your equipment will be covered please contact CLEAPSS before booking a place.

What will the course include?

- the basics of how the pressure vessels work
- safe operation of the range of autoclaves, pressure cookers and steam engines used in schools
- the legal requirements, including the employer's duty to appoint a competent person for the examination of autoclaves, pressure cookers and model steam engines
- the meaning of 'competent person' in the context of the CLEAPSS approach to pressure vessel examination
- reviewing the written schemes of examination included in CLEAPSS document L214
- the management of the statutory safety examination in the school context

Participants are encouraged to bring along their own autoclave and/or model steam engine.

NOTE the course itself will not constitute the statutory examination for these items.

Dates: 13 October 2015 in Southampton
OR 21 June 2016 in Southampton

Date: 3 February 2016 in Worthing



“A very informative day - even a Tech of 20 years like me can learn new skills and new ways to do things!”

CLEAPSS course participant

Supporting Safe and Successful Practical Biology I

Suitable for: Technicians, Senior Technicians, Teachers

If this is your first year working on Biology practicals and you have concerns about the Health and Safety aspects and the techniques, then this course will help build your confidence. The hands-on course will give guidelines on how to work safely to prepare the materials and equipment. We will also look at ways in which you can get unreliable practicals to work. You will be able to trial all the practicals you prepare, and then explore issues with clearing away and disposal. We will focus on the problem areas, as indicated by calls to our Helpline.

This is the foundation biology course. The course assumes you are familiar with the basics of Health and Safety management. If not, you would be advised to attend the Health and Safety for Science Technicians course first.

What will the course include?

- health and safety and risk assessment in biology
- sourcing, making, maintaining and using biology equipment
- safely managing chemicals in biology
- safely managing animal materials in practicals
- safely managing plant materials in practicals

Date: 5 July 2016 in Southampton

Supporting Safe and Successful Practical Biology II

Suitable for: Experienced Technicians, Teachers

As an experienced technician or teacher, you will be aware that many Biology practicals do not give expected results in lessons. You might therefore be concerned about providing practicals for new specifications, or for new topic areas of Biology.

The course looks at ways to resolve the problems of getting consistent results, considering key practicals in current specifications particularly the 2015 A levels. We will also introduce techniques for gene technology and focus on practicals that relate to other recent developments in Biology.

This is an intermediate biology course and assumes you are familiar with the health and safety aspects of your work and with the foundational skills covered in Supporting Safe and Successful Practical Biology I.

What will the course include?

- health and safety and risk assessment in biology
- dealing with complex biology equipment
- dealing with complex biology processes
- dealing with the variability of living organisms
- dealing with variability of biochemical processes
- dealing with a range of slow biological processes

There will be examples of practicals in each area, allowing participants to choose the most relevant.

Date: 6 July 2016 in Southampton

How to book

Tel: 023 80 59 8810

Email: mslc@soton.ac.uk

www.southampton.ac.uk/mslc

Managing Health and Safety in New Areas of Biology

Suitable for: Teachers, Technicians and Heads of Subject who are involved in risk assessment for biology in schools and colleges

You will be aware that the content of school courses has changed significantly in recent years, as new developments in real world biology are included. There are many health and safety, ethical and legal concerns with these new areas. This course looks at risk assessment for current and near future biology practicals, using the newly developed range of CLEAPSS safety in biology resources.

This is the foundation biology safety course and assumes you are familiar with the Health and Safety aspects of your work. Please note that this course does not address safety in Microbiology, which is covered in CLEAPSS Microbiology courses.

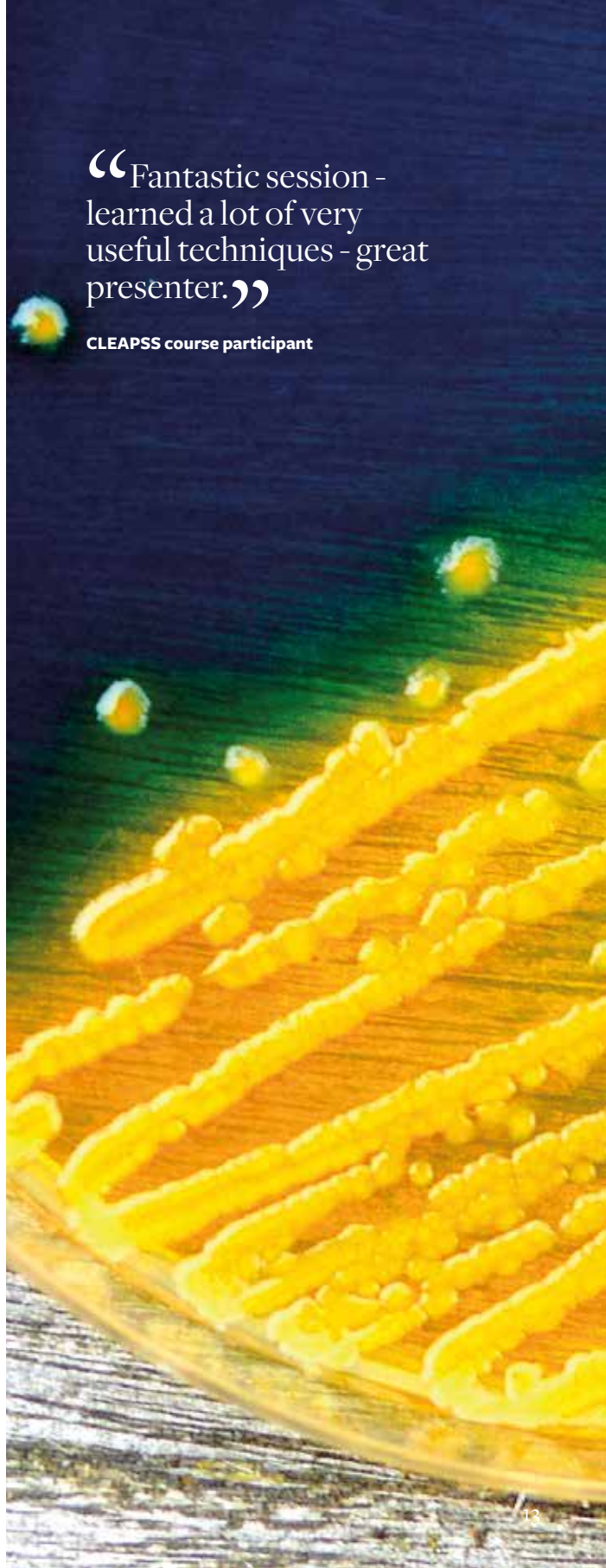
What will the course include?

- look at how present and future practicals can be conducted safely, legally and ethically
- practical activities to illustrate risk assessment in dissection, cell biology, gene technology, animal physiology, plant physiology, biological chemicals and ecology

Date: 7 July 2016 in Southampton

“Fantastic session - learned a lot of very useful techniques - great presenter.”

CLEAPSS course participant



Radiation Protection Supervisor Training

Suitable for: Teachers, Heads of Department.
Please note this course is intended for teachers

This course is for the school Radiation Protection Supervisor (RPS) - the person responsible for managing the safe storage, use and monitoring of radioactive sources in the science department. The RPS will normally be a member of the teaching staff, often the Head of Physics. Any teacher who uses radioactive sources will also benefit. See CLEAPSS leaflet PS75, which explains why the RPS should be a teacher.

The course is based on the CLEAPSS guide Log3 Managing Ionising Radiations and Radioactive Substances. It includes practical demonstrations and answers questions frequently asked on the CLEAPSS Helpline. There are opportunities to raise issues and to ask specific questions.

What will the course include?

- legislation and guidance, the role of the RPA, RPO and RPS
- nuclear physics, radioactivity and radiation - teaching and resources
- storage of radioactive substances
- using radioactive sources to demonstrate the properties of ionising radiations
- doses and biological effects of ionising radiations
- radiological protection and its management
- responsibilities of the RPS, including Local Rules
- different types of radioactive sources and their care, including preparing sources for half-life investigations
- monitoring and record keeping, including leak testing and contamination checking
- Cloud chambers
- disposal of radioactive sources

Dates: 2 December 2015 in Southampton
OR 2 March 2016 in Southampton
OR 30 June in 2016 in Southampton

Date: 27 January 2016 in Worthing

How to book

Tel: 023 80 59 8810

Email: mslc@soton.ac.uk

www.southampton.ac.uk/mslc

Microscope Maintenance

Suitable for: Technicians

This one day course is designed for the school technician with little knowledge or experience of servicing school microscopes. The purpose of the course is to provide the confidence to tackle simple maintenance tasks and to impart the knowledge to enable faults in school microscopes to be identified so that standard repairs can be done. Certain jobs e.g. repair of fine focus mechanism, will still require the services of professional microscope technicians.

What will the course include?

- dismantling the microscope
- cleaning mechanical parts
- lubrication
- re-assembly and adjustment of mechanical parts
- cleaning the optical components


There will be examples of practicals in each area, allowing participants to choose the most relevant.

Please bring to the course 2 microscopes (if possible 1 junior type and 1

A-level type), a soft lint free cloth, set of screwdrivers from small instrument sizes to larger ones needed for the microscopes, set of Allen keys and an overall.

NOTE Microscopes with a single coarse focus or a separate fine and coarse focus mechanism are most suitable for this course. Stereo, coaxial focusing (coarse and fine focusing knobs mounted on the same axis) and more advanced university type microscopes are not appropriate.

Date: 22 October 2015 in Dorchester



“As always - thorough and well thought out. Thank you CLEAPSS.”

CLEAPSS course participant

Health and Safety Management for Heads of Science

Suitable for: Heads of Department, their deputies and those aspiring to the post

The main emphasis of this course is on management issues and risk assessment. The day will include input from the trainer, discussions, and a variety of activities intended to enhance understanding of the legislative framework and how it applies in schools, especially risk assessment. Common and not so common, but more serious, accidents which occur in school science will be examined along with a discussion of the implications for management. There will be plenty of opportunities for participants to identify their own areas of concern.

Legal requirements for risk assessment both in the curriculum and in the prep room will be considered. Included in the package will be checklists which Heads of Department or other senior managers could use to audit their school's processes and procedures.

What are the aims of the course?

- raise awareness of current and significant safety issues in science teaching
- help participants to develop a better understanding of what is required by health and safety legislation
- consider the implications of this for the management of safety in science departments
- consider the risk assessment process, as required by the Management regs, COSHH regs and others
- understand the uses of a safety policy and how it can be monitored
- to devise an action plan

Participants will be able to:

- understand what health & safety legislation requires and what it does not
- understand what constitutes a sensible, manageable and effective approach to risk assessment
- appreciate the need for a health and safety policy
- consider how its implementation can be sensibly monitored

Date: 4 November 2015 in Southampton

Date: 15 June 2016 in Worthing

How to book

Tel: 023 80 59 8810

Email: mslc@soton.ac.uk

www.southampton.ac.uk/mslc

Booking and contact details

At only £110 per person to attend, these one day courses including lunch, refreshments and all CLEAPSS course materials represent excellent value for money.

Please note if you would like to attend any of these courses, you must work at an institution or organisation that is a CLEAPSS member. CLEAPSS reserves the right to charge a higher fee (usually twice the standard rate) for non-members.

For any queries or to book a place please contact the Mathematics and Science Learning Centre using the contacts below.

Contact Details:

Telephone: 023 80 59 8810

Fax: 023 80 59 8811

Email: mslc@soton.ac.uk

Website : www.southampton.ac.uk/mslc



How to find the venues

SOUTHAMPTON

Mathematics and Science Learning Centre
Level 3
Building 29
Highfield Campus
University of Southampton
Southampton
Hampshire
SO17 1BJ

By rail: Highfield Campus is three miles from Southampton Central, and two miles from Southampton Airport Parkway.

By car: Southampton is 75 miles (120km) from London. The M3 and M27 provide fast, direct access to the city.

From the M3 - exit at junction 14 (Southampton A33).

From the M27 - For Highfield Campus and Avenue Campus (parking), and also, if coming from the east, exit at junction 5 (Southampton Airport).

The Unilink bus service is available between the rail stations and the University.

WIMBORNE

Queen Elizabeth's School
Blandford Road
Wimborne
Dorset
BH21 4DT

By car: Off A31, just outside Wimborne town centre

WORTHING

Worthing College
1 Sandition Way (off Hill Barn Lane)
Worthing
West Sussex
BN14 9FD

By rail: The nearest train station is Worthing Station. You can then either take the shuttle bus (see below) or walk (approx. 30 minutes) to Worthing College.

By car: Easily accessed from the A27 and A24. The College is located off the north side of Grove Lodge roundabout and is accessed off Hill Barn Lane.

By bus: Shuttle Bus – Service 11 running between College and Worthing Station

See College website for details

www.worthing.ac.uk/contactus/localmap.aspx

DORCHESTER

Thomas Hardy School
Queen's Avenue
Dorchester
Dorset
DT1 2ET

By car: The School is near Dorchester town centre - off A35 from the East or West, A37 from the North and A354 from Weymouth direction

By rail: Either Dorchester West or Dorchester South train stations which are both about a 15 minute walk to the school.

See school website for details

www.thomas-hardye.net/pages/contact/find_us.php

Details of venue and parking arrangements will also be sent by email to participants following course booking confirmation.

Terms and conditions

Relevant web links are shown throughout the Supporting Technician and Teacher Development in Schools and Colleges. Please also consult www.southampton.ac.uk/mslc online for further details and/or any changes which have appeared since first publication of the Technician and Teacher Development in Schools and Colleges or phone 023 80 59 8810 for more information.

Disclaimer

The University of Southampton will use all reasonable efforts to deliver advertised programmes and other services and facilities in accordance with the descriptions set out in its prospectuses, student handbooks, welcome guides and website. It will provide students with the tuition, learning support, services and facilities so described with reasonable care and skill.

The University, therefore, reserves the right if it considers it to be necessary to alter the timetable, location, content or method of delivery of events provided such alterations are reasonable.

Financial or other losses

The University will not be held liable for any direct or indirect financial or other losses or damage arising from

changes made to the event timetable, location, content or method of delivery of various services and facilities set out herein.

Force majeure

The University will not be held liable for any loss, damage or expense resulting from any delay, variation or failure in the provision of services and facilities set out herein, arising from circumstances beyond the University's reasonable control, including (but not limited to) war or threat of war, riot, civil strife, terrorist activity, industrial dispute, natural or nuclear disaster, adverse weather conditions, interruption in power supplies or other services for any reason, fire, boycott and telecommunications failure.

In the event that such circumstances beyond the reasonable control of the University arise, it will use all reasonable endeavours to minimise disruption as far as it is practical to do so.

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This information can be made available, on request, in alternative formats such as electronic, large print, Braille or audio tape, and in some cases, other languages. Please call +44 (0)23 8059 7726 to request an alternative format.

To book a place call:
023 80 59 8810

Book online at:
www.southampton.ac.uk/mslc

Or email:
mslc@soton.ac.uk



YouTube