

Founded 1642



# New Hall School

The Best Start in Life



Appointment of

## Swimming Teacher

(Saturday)

Application closing date: midday, Tuesday 28 May 2024

Start date: September 2024

# Introduction

Swimming at New Hall provides students of all ages with the opportunity to learn, improve and compete throughout the academic year. Swimmers at New Hall benefit from the School's exceptional 25-metre, 6-lane indoor swimming pool. Our facilities also include a state-of-the-art Fitness Suite to enhance the whole development of the athlete.

Fixtures take place after school, with a comprehensive fixture list for all age groups throughout the academic year. New Hall participates in the Mid Essex League, which offers the opportunity for greater student involvement.

The School also offers squad sessions throughout the academic terms, catering for our top achieving students within the sport. Training develops students as athletes, including strength & conditioning, nutrition and the mental aspects of elite competition.

## Salary & Benefits

### Salary

The salary for this role is £3,768pa.

### Hours

The normal hours of work are 9.00am to 2.00pm, on Saturdays, in term time (33 Saturdays per year). An opportunity to teach on other occasions may arise. All staff are required to attend INSET (staff training) days. Payment will be made for working on these occasions, subject to submission of an authorised timesheet.

### Holiday

You are entitled to School holidays, as published in the School calendar, as holiday with pay. However, you may have to work at such times during School holidays as is reasonably required by the Director of Sport and/or Head of Swimming.

### Pension

Support staff are automatically enrolled in the designated stakeholder pension scheme provided by Standard Life, subject to meeting the qualifying conditions. Pension contribution rates are 5% for employees and New Hall currently matches employee contributions up to 4%.

### Training

New Hall is committed to professional development of staff and will support further in-service training as required. There are generous INSET and Continuing Professional Development (CPD) budgets.

### Sport club membership

As an employee, you will be able to make use of an annual membership for the New Hall Sport Club (currently £20pa plus £5pa for family members), with effect from your start date. Membership includes Club time use of:

- 25-metre, 6-lane indoor swimming pool
- 10 floodlit tennis/netball courts
- Fitness Suite, which comprises a range of cardiovascular equipment and free weights
- Athletics track
- 12 golf practice bays

# Job Description – Swimming Teacher

## Key responsibilities:

1. to deliver swimming lessons in line with Swim England and New Hall School's standards
2. to follow the Swim England 'Learn to Swim' programme and produce lesson plans for all sessions delivered based on the scheme of work
3. to deliver high quality, safe and well-structured swimming lessons to a variety of different ability groups
4. to be able to teach all levels of pre-school and advanced levels (non-swimmers up to competitive swimmers)
5. to lead the competitive development of swimmers, including fostering and recognising personal development and individual excellence, as well as team excellence
6. to produce end-of-course progress reports
7. to communicate with the Head of Swimming regarding swimmer progress
8. to maintain accurate records of lessons and the attendance of students
9. to be responsible for the safety of swimmers and helpers on poolside
10. to ensure pool equipment is stored safely and that damaged equipment is reported immediately
11. to understand and implement the Pool Safety Operating Procedures

All staff are responsible for promoting and safeguarding the welfare of students at New Hall School by ensuring compliance with the School's Safeguarding & Child Protection Policy and Procedures at all times. It is a requirement of all staff to report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead (DSL).

This document summarises the main responsibilities of the post. All staff are required to undertake whatever else may reasonably be requested by the Principal. All staff are expected to uphold, support and realise the Catholic ethos of the School, as outlined in the Mission & Ethos Statement and Aims of the School. Job Descriptions are subject to annual review.

New Hall is committed to increasing the number of staff from ethnic minorities, across all roles and at all levels, to reflect our diverse student population. The Equal Opportunities Policy can be found on the website.

## Person Specification

In addition to the below, all candidates should have a clear understanding of, and a commitment to, the aims of a Catholic independent school. They should be committed to the values and ethos at the heart of New Hall School, as expressed in the Mission & Ethos Statement of the School.

	<b>Essential</b>	<b>Desirable</b>
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• SEQ Level 2 Teaching Swimming qualification (or equivalent)</li> <li>• GCSE English and Mathematics at Grade C/4 or above (or equivalent)</li> </ul>	<ul style="list-style-type: none"> <li>• Hold a valid NRASTC qualification</li> <li>• SEQ Assistant Swimming Coach qualification (or equivalent)</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Previous experience teaching or supporting swimmers</li> <li>• Experience of working in a team</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Excellent communication and organisational skills</li> <li>• Basic IT skills</li> </ul>	
<b>Personal Effectiveness</b>	<ul style="list-style-type: none"> <li>• An understanding of the importance of promoting and safeguarding the welfare of children</li> <li>• Ability to relate effectively to students</li> <li>• Flexible and adaptable approach</li> <li>• Reliable and punctual</li> <li>• Professional, friendly and approachable demeanour</li> <li>• Discretion and sensitivity</li> <li>• Initiative</li> </ul>	

## Working at New Hall

New Hall provides the opportunity to work in a stunning, Grade I listed historic setting. With a staff of around 300, many of whom consider the School 'home', New Hall offers a fast-paced, varied and rewarding environment in which to work.



*Views of New Hall (above left) and the staff room (above right), located in the main School building*



*Indoor swimming pool (above left) and Fitness Suite (above right), available for staff use*



*Denford Bar & Lounge (above), available for staff use*



[hr@newhallschool.co.uk](mailto:hr@newhallschool.co.uk) | | 01245 467 588

New Hall School, The Avenue, Chelmsford, Essex CM3 3HS