



# The Royal School

*Enterprises Ltd*

## Swimming Teacher Job Description

<b>Salary</b>	£10.75 - £13.26 per hour dependent upon experience – Hours agreed annually Term time only plus INSET days.
<b>Purpose</b>	<ul style="list-style-type: none"> <li>To provide progressive swimming lessons of high quality</li> <li>To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.</li> <li>To model the school's vision and values through implementation of agreed policy, practices and procedures.</li> <li>To motivate staff and pupils.</li> <li>To maintain The Royal School's high academic and wellbeing expectations.</li> </ul>
<b>Accountable to</b>	Lead Swimming Teacher/ Community Facilities Manager
<b>Accountable for</b>	Pupils
<b>Main core duties:</b>	
<b>Main Responsibilities</b>	<ul style="list-style-type: none"> <li>To provide progressive swimming lessons of high quality</li> <li>To provide continual assessment for all swimmers</li> <li>Ensure the safety of your class and swimmers at all times</li> <li>Set up equipment needed for lessons and to collect students from their classrooms (KS1 &amp; 2) assist on the gates/crossings for KS3</li> <li>To ensure registers are taken for each lesson and student progress is up to date at all times using CoursePro app to log this information</li> <li>Assist with changing room supervision</li> <li>Be familiar with all SEN and medical needs of swimmers</li> <li>Ensure KS1 swim certificates are completed at the end of each half term and update Lead Teacher of any levels passed and the need for movement to a new group.</li> <li>Respond to parental emails via the Head of Faculty</li> <li>Promoting and safeguarding the welfare of children and young people for whom you are responsible and with whom you come into contact in school.</li> <li>To attend individual and whole school INSET as required.</li> <li>Undertake such duties as required by the school to maintain the cohesive nature of the institution</li> </ul>

<b>General Duties</b>	<ul style="list-style-type: none"> <li>• To adhere to the policies and procedures of the Royal School.</li> <li>• To share in the corporate responsibility for the development and well-being of all students.</li> <li>• Make a positive contribution to the wider life and ethos of the school;</li> <li>• Demonstrate consistently the positive attitudes, values and behaviour which are expected within the School community based on mutual respect between students and staff</li> <li>• To take reasonable care of one's own health and safety and that of others and inform the Estates Manager of any concerns with regard to health and safety</li> </ul> <p><b>Undertake such duties as may from time to time be reasonably assigned by the Principal.</b></p>
<b>Ethos</b>	Promoting the ethos of the School, as expressed in the mission and vision statements, is a shared responsibility to which all staff make a significant contribution.

## Lead Swimming Teacher Person Specification

SPECIFICATION	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>Education/ Training</b>	Possess a level 2 certificate in swimming teaching with Swim England (ASA) or STA Award accreditation	First aid training Safeguarding training	Production of the Applicant's certificates
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience with working with EYFS/ KS 1-2 age group</li> <li>• Placement in similar settings.</li> <li>• Experience of children with SEND needs</li> </ul>	Experience of working with children from at least two different settings.	Contents of the Application Form  Interview  Professional references
<b>Skills/ Attributes</b>	<ul style="list-style-type: none"> <li>• The ability to work with young children</li> <li>• The communication skills needed to work cooperatively with Staff and Pupils</li> <li>• Ability to act on initiative</li> <li>• Ability to liaise with and inspire confidence in colleagues and parents.</li> </ul>	<ul style="list-style-type: none"> <li>• Creativity</li> <li>• Enthusiasm</li> <li>• Patience</li> <li>• Commitment</li> <li>• Ambition</li> <li>• Team work</li> </ul>	Contents of the Application Form  Interview  Professional references
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Emotional resilience in working with challenging behaviours</li> <li>• Positive attitude to use of authority and maintaining discipline</li> <li>• A professional approach to work, working relationships, conduct and dress.</li> <li>• Flexibility, e.g. working across key stages</li> </ul>	Versatility  A warm and kind disposition and the ability to work well with others.	Contents of the Application Form  Interview  Professional references