



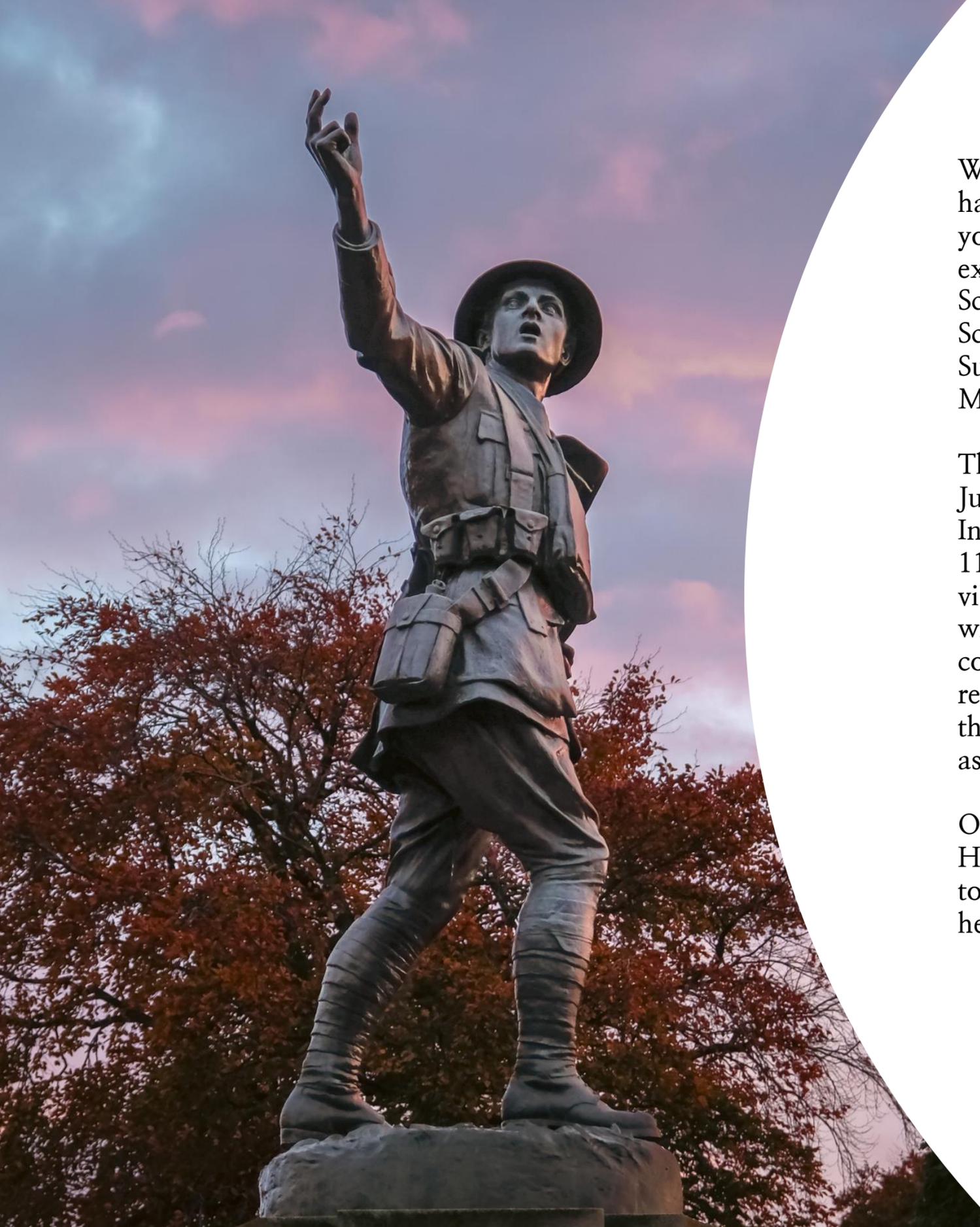
PE Intern



NOTTINGHAM
HIGH SCHOOL

To start Late August 2025

Closing date: 19th March 2025



We are a School with a rich history dating back to 1513, we pride ourselves on developing happy, confident and driven students with a love of learning. Nottingham High School is not your average School, we have a very strong academic reputation and achieved the best examination results in the region last summer. We won the Co-Educational Independent School of the Year award in 2022, were named the East Midlands Independent Secondary School of the year 2023, East Midlands Independent Secondary School of the Decade by The Sunday Times Good Schools Guide 2021 and ranked first for academic results in the East Midlands by The Sunday Times Independent Schools Guide 2022.

The High School is an independent day school (HMC) for boys and girls aged 4 to 18. Our Junior School, Senior School and Sixth Form are based on-site at Waverley Mount and our Infant School is based across the road at Lovell House. The Infant and Junior School (ages 4-11) has over 330 students. There are approximately 820 students in the Senior School, with a vibrant Sixth Form of over 240. The School's move to co-education has been a great success with 375 girls in School, with further significant growth planned in future years. Students come from a wide range of backgrounds and the School is committed to maintaining a representative entry, supporting this with generous bursary and scholarship funds. Together, these mean that about a tenth of Senior School students receive some form of financial assistance. Entry is by competitive assessment in the Spring Term.

Our support staff are a vital part of the School's success, we work hard to make Nottingham High School a place where people love to work. Our teachers and support staff work closely to achieve the aims and objectives of the School. The Nottingham High community is at the heart of our culture.



Come and join us

Nottingham High School is looking for 2 paid PE Interns to join the School from late August 2025 for the school academic year to mid-July 2026.

Completed application forms should be sent electronically to jobs@nottinghamhigh.co.uk by 19th March, with interviews to take place w/c 24th March 2025.

Diversity and Inclusion

Nottingham High School is committed to doing all it can to ensure the safety and wellbeing of its students. Nottingham High School has, for some years now, placed building a culture of mutual respect and tolerance to equip its students and staff with the skills necessary to live in a diverse society at the heart of its school aims. This commitment is therefore consonant with the School's aims, ethos and stated strategic goals.

Commitments and Statement of Intent

We are committed to an ambitious diversity and inclusion strategy, which underpins our desire to educate all those who are best able to flourish from a Nottingham High School education, regardless of their background, and we aim to broadly reflect the diversity of the City of Nottingham and surrounding areas.

This commitment is the starting point for an ongoing discussion. We are beginning these discussions alongside the reopening of the School in September 2020 and will update the School's community throughout the academic year.

Our commitment is to ensure that Nottingham High School has a culture that actively promotes diversity and inclusion. This is as much about vision and ethos as it is about curriculum, systems and events. We aim to achieve this through an open and transparent process. We aim to make an authentic investment and to encourage nuanced thinking.

Our curriculum and co-curriculum, including the PSHE (Personal, Social, Health and Economic Education) programme, and pastoral systems remain effective vehicles through which to address issues surrounding diversity and inclusion. Students also consider their demographic context within the city and our community. One of the strengths of these vehicles are their adaptability, and we continually review, develop and refine them in response to the needs of the Nottingham High School community.

We will ensure that the School considers its approach to diversity and inclusion widely through the vision and ethos of the School and how that translates into policy and practice; and that people feel comfortable discussing the issues and understand that their views and experiences will be treated in an appropriately confidential manner.

Timeframe: As students are back with us face-to-face, we will run small open forums with a wide range of members of our community, both past and present, which will feed into the discussions of the working party and at Senior Management Team Meetings, including those involving the School's governing body. We should therefore be able to report on the outcome of these forums by the Spring Term.

We welcome ideas, thoughts and constructive feedback from the whole Nottingham High School community. Contact either Mr Kevin Fear fear.kd@nottinghamhigh.co.uk or Mrs Michaela Smith smith.ml@nottinghamhigh.co.uk if you have something to share.

The Department

Nottingham High School has a strong tradition in Physical Education with sport playing a vital part within the life of the school.

Teams represent the school in a variety of sports. The main Autumn Term sports are hockey for girls and rugby for boys, in the spring term netball for girls and hockey for boys and in the summer term cricket for girls and boys. Other teams are organised for swimming, athletics, badminton, handball, cross-country, tennis and football (for Sixth Formers not involved in the major sports).

National Level success in sport is a clear objective for the School. Recently our 1st XV Rugby won the National Bowl competition, the U11/12 and 13 have become County Netball Champions in 2023/24, our U16 girls Hockey competed at the National finals, our U14 Boys Hockey won the National Tier 2 finals, (our 1st XI missed out on their national finals on shuffles!) Our U15 Boys qualified for the National Swimming Finals. Individuals have competed at National Finals in Athletics, Cross Country, Cheerleading, Rowing, BMX, Equestrian and Sailing. Teams regularly demonstrate success at County and Regional level and our aim is to develop this level of opportunity for our students further in the future.

Facilities include a fully equipped sports hall with a recently developed fitness suite. A climbing wall, gymnasium and a 25m swimming pool complete the facilities on site. Playing fields are situated 2 miles away at Valley Road and have an enviable reputation for the fine surfaces that are prepared by the four grounds staff. In addition to 3 permanent cricket squares, 4 artificial strips and 8 artificial cricket nets, there are 6 rugby pitches, 6 netball/tennis courts, full athletics facilities including grass 400m and 200m tracks and also 2 football pitches. Our Hockey programme is based at the Nottingham Hockey Centre, where following the addition of our two new pitches is the largest Hockey centre in the UK. We utilise other sports facilities in Nottingham including David Lloyds, Nottingham Squash club and the Harvey Hadden Athletics stadium. A new Junior School Sports Hall was completed in 2018.

The department also works closely with local clubs and national sports organisations to develop links and coaching opportunities. Nottingham High School has supported an U15s hub for Loughborough Lightning Netball for the last 4 seasons and enjoys a new, exciting strong partnership with new super league team - Nottingham Forest Netball. We also host the MCCF Nottingham Cricket Hub. In addition, we work closely with local schools to provide football and cricket festivals at Valley Road as a part of our outreach programme.

There are currently eight full time members of the PE department including, an athletic development professional and two interns. All staff teach both in the senior and junior school with three members of the department delivering the A level course. The department is fortunate to have at least additional teaching staff and part time coaches who help to deliver the games curriculum and assist with co-curricular sport. Currently, at least 25 staff assist with running school teams across a wide co-curricular programme.

In addition to curriculum PE the department teaches A Level PE. This is a very popular subject with students using A-Level PE to go on and study a wide range of courses at university, including Physiotherapy and Medicine.

As part of a thriving PE and Games department it is essential that the successful candidates are available to run sports practices after school and are available on Saturdays to run / manage sports teams throughout the academic year.

The department is looking forward to running sports tours. Consequently, the successful candidates may have the opportunity to be a part of these tours during both term time and school holidays. This year the department is taking a tour out to Sri Lanka this summer, and plans to take teams to Holland, Barbados and South Africa next year.

The Role & the Interns

The people appointed will be joining a dynamic innovative School. Our Sports offer is extensive and our website contains links to Twitter accounts for various parts of the School including our Sp

The successful candidates will be dynamic, responsible and positive individuals who are prepared to throw themselves into our busy School community with commitment and enthusiasm. They will be able to work on their own or as part of a group, lead activities as required and follow the School's expectations and behaviour as outlined in the staff code of conduct and other School policies.

They will be positive, forward-thinking and collaborative.

They will be able to reflect on the curriculum for Sport with regards to Diversity and Inclusion.

The successful candidates will support the department in several ways, including, but not limited to:

Assisting in setting up of PE and Games lessons.

- Assisting qualified staff in the delivery of PE to pupils in both the Junior and Senior School.
- Assisting with the coaching of the School's Games programme.
- Assisting with the running of age group teams both after normal school hours and on weekends as required.
- To take responsibility for the coaching and management of a major sports team in all three terms.
- Umpiring/refereeing School matches, where appropriately qualified.
- To assist with the School outreach program.

The successful candidates should each be able to show a high level of competence and ability in at least 2 of the following sports: Netball, Hockey, Rugby, Athletics, Cricket, Rounders, Swimming, Strength and Conditioning. The School is particularly looking for candidates with strengths in Swimming, Netball, Hockey and Rugby.

They will demonstrate a willingness to attend Departmental Meetings, general Staff Meetings and participating in smaller working groups as appropriate.

Full induction training and involvement in our INSET training days is provided and attendance expected. Topics are varied but as a core include; Health and Safety, Manual Handling, Child Protection, other Pastoral and Academic sessions. The School will support the successful candidates if they wish to achieve coaching qualifications relevant to their position at the School and their future funding the course, subject to time and availability.

This list is not exhaustive and is subject to change. All staff are expected to fulfill any reasonable request made by the Head or their Head of Department.

Safeguarding – Child Protection

Nottingham High School is committed to doing all it can to ensure the safety and wellbeing of its students. All adults who work at the School must recognise that there is an absolute duty to respond to any issues that are brought to their notice and as such, this post is subject to an enhanced DBS check. The post holder's responsibility for promoting and safeguarding the welfare of children for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Child Protection and Safeguarding Policy at all times. Any safeguarding concerns must be reported to the School's Designated Senior Lead. Mandatory training in safeguarding children is given to new members of staff. All posts in School involve some degree of responsibility for safeguarding children, although the extent of that responsibility will vary according to the nature of the post. Accordingly, this post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as 'spent' must be declared. As a part of our pre-employment checks, your past and current employers will be asked about disciplinary offences, including disciplinary offences relating to children or young persons (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any enquiry or disciplinary procedure. Where neither your current nor previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although a current employer may, where appropriate, answer not applicable if your duties have not brought you into contact with children or young persons.



Benefits of Service



- **Professional Development** – The High School believes in, supports and resources an extensive system of continuing professional development and all teachers and non-teaching staff participate in it throughout their careers.
- **Working Environment** – This is an enjoyable and stimulating place to work. We offer a wide and varied range of staff benefits including free refreshments and school lunch during term time. Staff organise a series of social events during the year. Many of the facilities of the School are open to staff and their families, including the gym and swimming pool.
- **Living in Nottingham** – Good quality housing in Nottinghamshire and the surrounding counties is affordable and as a result many of our staff have a good choice of areas to live in and experience a good quality of life. Most live within a twenty-minute commute of school. There are many attractive villages surrounding the city as well as good quality housing in the city. In the centre there has been considerable development of high-quality apartments. The School is well served by public transport and is on the tram network. In addition, there is car parking available on site.

How to apply

The Application

Candidates should complete the School's application form. This application form should be submitted via email to jobs@nottinghamhigh.co.uk. Applications will only be considered from candidates completing the form in full.

Before interview, we will seek references on shortlisted candidates and may approach previous employers for information to verify particular experience or qualifications.

Candidates should be aware that provision of false information is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected and possible referral to the police and/or DfE Children's Safeguarding Operation Unit.

Applications are due by 9am on 17th March. As we are committed to securing the right person, early applications may result in early interviews and the early closing of the vacancy.

Equal Opportunities

Nottingham High School seeks to recruit individuals of the highest calibre. We welcome applications from all sections of the community. The High School recognises its responsibility to treat equally each person who comes into contact with the School. All members of the School are equally valued so that they can develop a sense of self-esteem. No-one is discriminated against because of actual or imagined differences.

This policy applies to both staff and students, and it is the responsibility of all staff to promote practices which overcome prejudice in our society. The School is committed to Diversity and Inclusion and our statement on this can be found on our website.

Invitations to Interview

The Interview

It is intended that interviews will be held as soon as possible after the closing date.

At interview, candidates must bring with them or be able to show certificates confirming any education or professional qualifications that are necessary and relevant to the post. Where originals or certified copies are not available, candidates must provide written confirmation from the relevant awarding body. In addition all candidates need to show their birth certificate & valid passport to confirm their identity. Originals of these documents are required, we cannot accept photocopies.

Background Checks

The School reserves the right to obtain formal or informal background information about an applicant to determine whether they are suitable to work at the School. This will include online searches on shortlisted candidates. The online searches the School carries out may include searches of internet search engines and websites using three means of identification related to the individual. Online searches will only be carried out at the shortlisting stage. The School will not carry out online searches as part of its initial sift of applications. All applicants for a role at the School will be treated consistently with regard to online searches.

Online searches will be undertaken by a person who will play no other part in the recruitment process (including the shortlisting exercise) or the appointment decision. In carrying out online searches the School is looking for any publicly available information about an applicant that:

- may be relevant to their suitability to carry out the role for which they have applied;
- may be relevant to their suitability to work at the School or in an education setting;
- is of a safeguarding nature; and/or may have an impact on the School's reputation (whether positive or negative).

Pre – employment Checks

Any offer of employment will be condition upon:

- receipt of satisfactory references
- verification of identity and qualifications
- evidence of the right to work in the UK
- a Barred List check
- a satisfactory Enhanced DBS disclosure (original certificate must be shown to HR) and a Staff Suitability Self–declaration
- where the successful candidate has worked or been resident overseas in the previous ten years, such checks and confirmations as the School may require in accordance with statutory guidance
- verification of medical fitness in accordance with DfE Circular 4/99 Physical and Mental Fitness to Teach of Teachers and Entrants to Initial Teacher Training
- satisfactory completion of the probationary period





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