



BARFIELD
PREP SCHOOL

**SUNDAY THREE PEAKS INSTRUCTOR
INFORMATION FOR CANDIDATES**



REQUIRED FOR SEPTEMBER 2025



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PREP SCHOOL



ABOUT THE SCHOOL

NOR: 290 (Nursery - Year 6)

All of our efforts here at Barfield Prep School go into creating an environment where children are allowed to be children and their early educational experience is one of excitement, exploration and intrigue. Our family ethos ensures that we are able to build strong relationships between school and home, and children know exactly where to turn if they *'hit a bump in the road'*. Lovely small class sizes, coupled with a wonderful team of staff, provides the perfect platform for each child to flourish and individuality is not only valued but encouraged. We see our role as providing opportunities and opening doors for the children, both inside and outside of the classroom, and then giving them the confidence to try new things along the way.



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SCHOOL VALUES

THE SUCCESSFUL CANDIDATE IS A TEACHER WHO EMBRACES AND EMBODIES THE VALUES BELOW:

FAMILY ETHOS

Everything we do well is centred around our family ethos and understanding of the children and families. Children and parents feel supported throughout their whole Barfield journey and we look after the children as if they were our own. Our team of staff are loyal to one another and work to create a positive working environment



DIVERSITY

We are incredibly proud of all of our children and support them in any pursuit or dream they may have. We embrace individuality and love that no two Barfield children are the same. We are open-minded in our approach to education and respect other people's opinions and ideas.



INSPIRATIONAL

We come into school with the hope of inspiring the children to set their ceiling even higher than it was the day before. We employ passionate teachers keen to share their knowledge and expertise to allow each child to flourish in whatever area of school life he/she desires.

COURAGEOUS

We have the courage to show the children that it is good to work outside of their comfort zone, introducing new ideas and embracing challenges that are put in front of them. We are forward thinking in everything we do as we look to provide the best possible opportunities for everyone at Barfield. Change is something that is encouraged.



HOLISTIC EDUCATION

Our commitment to a holistic education is outstanding and we know how important it is to educate the children both inside and outside of the classroom. Pupil wellbeing and happiness are of paramount importance as we ensure the children have the necessary skills to embrace the real world and the inevitable challenges they will face.



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PURPOSE OF THE POSITION

Responsible for the day to day running of the centre at Barfield Prep School. To assist the Manager with the delivery of the programme of activities ensuring adherence to all safety regulations at Birthday Parties.

WORK ENVIRONMENT

We pride ourselves on creating a family environment at Barfield Prep School and the successful candidate will be willing to embrace the values and ethos of the school. Set in a 12 acre woodland site, the post holder will be blessed with a beautiful place of work and full support from the school.

The successful candidate will also benefit from a fee reduction for any child(ren), free parking and a branded Barfield coat. Additional benefits are also provided by Prep Schools Trust - including discounts at Specsavers and other leading stores.

KEY RESPONSIBILITIES

1. Daily Tasks

- Adhering to the safety regulations laid down by the Adventure Activities Licensing Authority (AALA) and the Three Peaks Barfield Risk Assessments Providing instruction in a specialist area, such as quad biking or high ropes Ensure that equipment is safe to use and guests are instructed in safety procedures Undertaking courses to keep your own qualifications current Planning appropriate programmes of outdoor activities for groups, usually in liaison with the Leaders or Management Briefing guests before activities and debriefing Preparing educational resources Checking, maintaining and preparing equipment Overseeing accommodation matters, such as catering and housekeeping Overseeing the upkeep of the facilities, building and estate Advertising the centre through leaflets, website and networking opportunities Assist in planning new activities to meet changing demands Reporting regularly to the Management Monitoring weather and environmental conditions Any ADHOC duties as required



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2. Administration

- Dealing with queries, problems and complaints from guests
- Recording and reporting accidents, dealing with accidents and emotional upsets
- Perform a variety of maintenance tasks as directed by the Three Peaks Barfield Manager
- Dealing with enquiries regarding possible bookings

3. Additional Duties

- Keep up to date with current practice through attending courses as agreed with the Three Peaks Manager
- Take a full part in the life of Three Peaks

D U T I E S

This job description covers the principal tasks required for the Three Peaks Instructor. It is not necessarily a complete list of everything required. The duties outlined in this job description may be modified with your agreement, to reflect or anticipate changes in the job.

P E R S O N S P E C I F I C A T I O N

The School is looking to appoint a person who is reliable, conscientious, has attention to detail with an understanding of the need to maintain high levels of hygiene and cleanliness and is able to work as part of a team.

S A L A R Y , H O U R S A N D B E N E F I T S

This is a weekend position working 8am until 5.15pm on Sunday's.

Start date – September 2025

H O W T O A P P L Y

Please send a completed application form and cover letter to Sarah Grantham at sgrantham@barfieldpst.org