



DANES HILL SCHOOL

SWIMMING COACH



Danes Hill School is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a dynamic and exciting education.

Leatherhead Road, Oxshott, Surrey KT22 0JG
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SWIMMING COACH

Job title:	Swimming Coach
Job purpose:	To manage and deliver the swimming programme across the School and to develop a swim school school for external pupils.
Reporting to:	Director of Sport
Hours:	Full time (40 hours per week, worked to agreed hours according to the needs of the programme, including Saturdays as well as week days). This role is worked during school terms (34 weeks) plus an additional 5 weeks worked during school holidays on dates agreed with the line manager. Annual leave is all taken during the remaining school holiday weeks. Some evening working may be required occasionally.
Term:	Permanent
Salary:	£35,077 (£40,000 pro rata)
Benefits:	Generous pension scheme. Free lunch on site during term time. Annual flu jabs, online EAP service and counselling. Discounts in local shops, restaurants, and businesses. Training and development support. Parking on site.
Closing Date:	Monday 5 June at 9am. Please note that applications will be reviewed as they are received, and the recruitment may close ahead of this date, if the right candidate has been found.
Role summary:	In this role you will provide swimming lessons and coaching to pupils from age 6, contributing to all pupils developing safe water confidence as well as the opportunity to develop high level swimming skills.



MAIN DUTIES & RESPONSIBILITIES

SWIMMING LESSONS

- Delivering well-structured and clearly presented swimming lessons appropriate to the abilities of all pupils.
- Taking an active role in planning the swimming curriculum, with the Director of Sport.
- Ensuring that the swimming pool and changing areas are safe environments, appropriate to facilitate learning.
- Liaising with form teachers and pastoral leads as well as the Learning Support Department, to identify and support pupils with specific needs related to swimming.
- Promoting high standards of behaviour with a positive, engaging approach to swimming as a core sport within the School.
- Building supportive and positive relationships with pupils.
- Providing informative and accurate information to parents on pupil progress via reports and at parents' evenings.
- Assessing, recording and monitoring the progress of all pupils according to guidelines given, in relation to swimming.
- Developing learning materials and teaching resources as needed.

SWIM SCHOOL/COACHING

- Leading the coaching of development and performance swimmers during pre-school and after-school training sessions.
- Planning and delivering an engaging and challenging programme for external Swim School participants.
- Identifying and supporting performance swimmers as part of the development programme, planning individual progression pathways.
- Collaborating with members of the sports department to deliver appropriate dry-land training for performance swimmers.
- Organising entries and selections for all swimming meets.
- Co-ordinating trials to make squad selections for specific events.

OTHER DUTIES

- Creating, evaluating and implementing a Normal Operating Procedure (NOP) and an Emergency Operating Procedure (EOP) for the pool.
- Ensuring that a positive impression of the School is given to pupils, parents, visitors and colleagues at all times.
- Establishing and maintaining efficient and effective working relationships with the wider community of the School.
- Supporting the work of the sports department, and delivering its strategic outcomes.
- Playing a full part in the life of the school community, supporting its mission, ethos and policies.
- Setting high personal standards of dress and appearance, attendance/punctuality and class discipline/behaviour, upholding the staff code of conduct at all times.
- Actively engaging in safeguarding practice and health and safety awareness around the school sites.
- Committing to personal professional development, including active engagement in staff training and the performance review process.
- Complying with relevant school policies and procedures at all times.

This job description should be seen as enabling rather than prescriptive and will be subject to regular review as the needs of the School evolve. You will be required to undertake other comparable duties as the Director of Sport, Headteacher or senior colleague may require from time to time.



PERSON SPECIFICATION

QUALIFICATIONS

- Level 2 (minimum) coaching qualification in swimming
- Lifesaving qualification
- Good educational background, ideally with a minimum of A level standard

KNOWLEDGE

- Evidence of appropriate continued personal and professional development
- Excellent knowledge of strategies to support high performance swimming
- Confident knowledge of and ability to apply Keeping Children Safe in Education

EXPERIENCE

- Proven record of developing swimming confidence and competence with primary pupils
- At least 3 years' experience of delivering swimming coaching and teaching
- Experience of raising standards within swimming

COMPETENCIES

- Ability to communicate professionally and effectively to a range of audiences
- Ability to build effective relationships with pupils, parents and staff
- Highly organised with the ability to work under pressure, prioritise, manage time effectively and meet challenging goals
- Ability to work effectively as a proactive member of a team,
- Good computer skills using MS Office
- Commitment to equal opportunities
- High levels of motivation and commitment to high standards
- Demonstrable personal warmth and enjoyment of working with pupils and adults
- Willing to participate flexibly in the life of the school, including co-curricular commitments.

Danes Hill School is committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. All offers of employment are subject to the receipt of an enhanced DBS check, satisfactory references and medical clearance, and other statutory checks. Online checks of publicly available information will be carried out for shortlisted candidates, in line with KCSIE 2022.



THE SCHOOL

Danes Hill School is widely recognised as one of the leading co-educational day preparatory schools in the country. Situated in 55 acres of landscaped ground in the village of Oxshott, Surrey, Danes Hill provides boys and girls aged 3 to 13 with a dynamic and exciting curriculum.

Pupils are encouraged to realise their highest academic potential, and each year a large number of scholarship and exhibition awards are achieved at a wide range of day and boarding senior schools. Danes Hill children are characteristically confident and outgoing and, in addition to the emphasis on academic work, they have plenty of opportunity to develop sporting, musical, dramatic and other non-academic interests.

WHY WORK AT DANES HILL SCHOOL?

Danes Hill offers an exceptional working environment. Set in 55 acres bordering open countryside, yet commutable to London, it is a thriving school. ISI Inspectors described the school as 'excellent in all areas' and commented that 'teamwork is strong'. They also noted that 'relationships between pupils and staff, and amongst the pupils, are consistently outstanding'.

We feel these comments accurately reflect the school and are indeed key to making it such a great place to work. An on-going building programme has developed excellent classroom accommodation, including specialist science laboratories, art, design and technology rooms, performance spaces and high quality sports facilities.

Working at Danes Hill, you become part of a large, dynamic community encompassing all the teaching and non-teaching staff. Dedicated support staff work in tandem with teaching staff, taking care of many administrative and support tasks in a friendly, cooperative environment.

The Common Room President, elected each year, organises social events and charity fundraisers. Several members of staff offer their expertise free of charge to run different activities, including circuit training and the staff choir. You are also able to make use of the swimming pool and other sports facilities, before and after school, helping to burn off our renowned lunches!



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