

Founded 1642



# New Hall School

The Best Start in Life



Appointment of

## Head of Netball

Closing date: Midday, Monday 21 March 2022

Start date: as soon as possible

## The PE & Sport Department

The School offers a broad spectrum of sports for students to participate and compete in during the week and on Saturdays. Each of the major sports and minor sports has a dedicated Head of Sport who is responsible for leading the coaching programme, arranging fixtures and managing the team coaches for the individual sport.

<p>The major sports at New Hall are:</p> <ul style="list-style-type: none"><li>• Netball</li><li>• Cricket</li><li>• Hockey</li><li>• Rugby</li><li>• Athletics</li><li>• Swimming</li><li>• Tennis</li></ul>	<p>The minor sports at New Hall are:</p> <ul style="list-style-type: none"><li>• Golf</li><li>• Riding</li><li>• Skiing</li></ul>
---	---



The PE & Sport Department is based within the new pavilion overlooking the tennis and netball courts. The School enjoys first class floodlit facilities, including: 8 netball courts, 2 all-weather hockey pitches, a 3G rugby training pitch, a national standard athletics track, extensive playing fields, 25m 6-lane indoor pool, 10 tennis courts, sports hall and fitness suite. New Hall has a strong reputation for sport, with students competing at county, regional and national level in a wide range of sports.

### Core PE

From Years 3-9, students follow a core PE curriculum that comprises: Health Related Fitness, Swimming, Athletics, Gymnastics, Dance, net and wall games (these include Tennis, Badminton, Handball and Volleyball), striking and fielding games (these include Cricket, Rounders and Softball) and invasion games (these include Basketball, Football, Olympic Handball and Dodgeball). The emphasis is on learning fundamental skills and tactics. Students also learn definitions, keywords and concepts that are introduced in more detail in the GCSE course.

### GCSE Physical Education

In Years 10-11, students can choose to take GCSE Physical Education (OCR specification).

### A Level Physical Education

In Years 12-13, students can choose to take A Level Physical Education (OCR specification).

### Sport

There is a full fixture list and training programme provided in each of the major sports during Sport afternoons, activity time and on Saturdays.

Our teams regularly feature in the later rounds of county and national competitions and we have many students representing their county, region and country in a variety of sporting pursuits.



# Job Description

The Head of Netball reports to the Director of Sport.

Key responsibilities:

## **1. Netball Coaching**

- 1.1 to oversee the development and structure of the netball programme
- 1.2 to provide coaching from Years 3-13 in the curriculum and co-curriculum
- 1.3 to plan a coaching structure for Sport lessons
- 1.4 to train other staff to coach
- 1.5 to ensure that risk assessments are followed
- 1.6 to work with grounds staff to ensure the provision of facilities for training and match days
- 1.7 to oversee the inter-house provision and delivery for netball
- 1.8 to liaise with the Director of Sport for staffing of teams, sports sessions and practices
- 1.9 to organise holiday netball coaching camps at New Hall
- 1.10 to organise and lead pre-season training days

## **2. Sport Coaching**

- 2.1 to assist with coaching a range of sports from Years 3-13 in the curriculum and co-curriculum

## **3. Administration**

- 3.1 to work with the Sport Administrator to organise fixtures, officials and transport
- 3.2 to work with the Sport Administrator and netball coaching staff to ensure all fixtures and team sheets are entered into the SOCS Sport module
- 3.3 to undertake an annual review of the fixtures list
- 3.4 to work with the Catering Manager and Sport Administrator to arrange refreshments for matches and hospitality for staff and parents
- 3.5 to coordinate first aid provisions for match days with the Health Centre Manager
- 3.3 to manage the budget for netball (equipment, competition fees, trophies etc.)
- 3.3 to ensure the submission of entries to all netball competitions and subscriptions
- 3.4 in conjunction with the Director of Sport, to ensure all Health & Safety policies are updated and completed
- 3.5 to organise annual presentation evenings

## **4. Development**

- 4.1 to organise tours in conjunction with the touring schedule set by the Director of Sport in liaison with the Vice Principal (Boarding & Operations)
- 4.2 to maintain coaching, officiating and playing pathways for students
- 4.3 to work with the Essex Netball Association and local clubs to promote the School

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 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.

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.

## 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 and be committed to the values and ethos at the heart of New Hall School as expressed in the Mission & Ethos Statement of the School.

	Essential	Desirable
<b>Education</b>	<ul style="list-style-type: none"> <li>• University graduate</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of England Netball Performance Pathway</li> <li>• Qualified netball coach</li> </ul>	<ul style="list-style-type: none"> <li>• Coached/played at Superleague Academy level</li> <li>• Coaching qualification in sport/s other than netball (ideally hockey, cricket, athletics or rugby)</li> </ul>
<b>Skills and Aptitudes</b>	<ul style="list-style-type: none"> <li>• Be able to coach a second sport, ideally hockey, cricket, athletics or rugby</li> <li>• Excellent communication, organisational and management skills</li> <li>• Good IT skills</li> </ul>	<ul style="list-style-type: none"> <li>• Be able to contribute to the wider co-curricular life of the School, for example the DofE programme</li> </ul>
<b>Disposition and personal qualities</b>	<ul style="list-style-type: none"> <li>• An understanding of the importance of promoting and safeguarding the welfare of children</li> <li>• Willingness to participate enthusiastically in all aspects of boarding school life</li> <li>• Common sense and initiative</li> <li>• Ability to relate effectively to students</li> <li>• Ability to motivate others and build teams</li> <li>• Flexibility to adjust to change and development</li> </ul>	

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. Applications from practising Catholics are particularly welcome. The Equal Opportunities Policy is available on our website.

## School Tour

Click [HERE](#) to view our Open Day virtual tour.

## Salary & Benefits

### Salary

The salary range is £31,169pa-£36,585pa (NHC32-38).

### Hours

The hours of work in term time are:

- 12.00pm-6.00pm, three weekdays per week
- 8.00am-6.00pm, two weekdays per week
- Normally 4 – 6 hours' working on Saturdays

The hours of work during School holidays are normally 9.00am-4.00pm, Monday to Friday. The hours may vary with the needs of the School activity schemes and camps. You will be required to work on School Open Days, which take place on the last Saturday in September and the Saturday of the first Bank Holiday weekend in May. All staff are required to attend INSET days (staff training days), payment for this is included in the salary.

### Holidays

The Head of Netball is entitled to 35 days' holiday per year, including bank holidays. Holidays must be taken during the School holidays. New Hall closes for two days between Christmas and New Year and for bank holidays; staff must set aside annual holiday entitlement to allow for these closures. All holiday is subject to line manager approval. The annual holiday entitlement takes account of the need to work Saturdays in term time.

### Pension

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, New Hall currently matches employee contributions up to 4%.

### School Fee Remission

School fee remission is granted for the Head of Netball in accordance with the provision at the time of commencing employment at New Hall. If your child is aged 4-11 and joins New Hall Preparatory Divisions, there is a reduction of one third of the day fees. Please note that there is no staff fee remission for New Hall Nursery/Pre-School (ages 1-4). If your child is aged 11-18 and joins New Hall Senior Divisions, there is a reduction of two thirds of the day fees.

### 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.

### Lunch in Term Time

Currently all staff are provided with lunch without charge during term time. This is subject to annual review.

### Accommodation

School accommodation may be available to rent, in a shared flat/house, for the first two years of employment (potentially renewable).

### **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





[hr@newhallschool.co.uk](mailto:hr@newhallschool.co.uk) | | 01245 467 588  
 New Hall School, The Avenue, Chelmsford, Essex CM3 3HS