



Gulf British Academy

Swimming Instructor

Job Description (v. 2021/22)

Position:	Swimming Instructor
Hours:	6:45am to 2:45pm (subject to change)
Salary:	Competitive
Reporting to:	Assistant Headteacher (Curriculum, Achievement and Assessment), SLT

You are employed at Gulf British Academy in the capacity stated above and your conditions of service are controlled by the latest version of this job description and your employment contract.

Job role

Your role as Swimming Instructor at Gulf British Academy will be in providing swimming lessons and instruction to pupils across the Key Stages. They will have a wide range of abilities and needs and you will ensure their health and safety at all times during these activities.

Duties and responsibilities

You are expected to:

- Teach pupils of all abilities and help them achieve the swimming standards set by Swim England and the National Curriculum.
- Pupils should be taught to swim competently, confidently and proficiently over a distance of at least 25 metres; use a range of strokes effectively (for example, front crawl, backstroke and breaststroke); and perform safe self-rescue in different water-based situations.
- Be a positive role model, creating a supportive environment to encourage participation.
- Maintain records of pupil progress and achievement.
- Develop and implement swimming session plans in line with school policies and procedures to ensure high-quality instruction.
- Ensure that all swimmers feel challenged during their lessons and receive positive feedback.

- Maintain high standards of behaviour so that pupils are engaged, learn effectively and are safe in and around the swimming pool.
- Organise and support out-of-hours and extra-curricular activities as required (i.e. swimming competitions, school swimming club, etc).

Other duties

- Set up and put away all swimming lesson equipment.
- Undertake/arrange for water chemistry tests as and when required.
- Manage and complete cleaning tasks to maintain site hygiene.
- To administer first-aid if required.
- To implement any assigned emergency plans in the event of an emergency/critical incident.
- To promote and safeguard the welfare of children that are under your care.
- To collaborate with staff and liaise with parents as appropriate.
- To maintain confidentiality inside and outside the workplace.
- To assist in other Physical Education lessons if required.

The employee may be called upon to perform other duties that the Senior Leadership Team (SLT) considers reasonable.

This job description will be reviewed annually by the SLT and may, after consultation with the post holder, be changed according to the needs of the school.

This Job Description will form the basis of teacher review meetings and sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

Printed name of post holder:

Signature of post holder:

Dated:

Approved by School Director:

Dated: