



Swimming Teacher and Coach Candidate Information Pack





The School

Monkton places thinking differently at the heart of its strategic vision. We are already one of the country's best known smaller boarding schools and pride ourselves on our size meaning you can really get to know all of the pupils and serve as a full part of our community. We are a Christian school with worldwide connections and interests, and have a strong reputation for pioneering and proactive pastoral care.

A single board of Governors oversees the entire School (Prep and Senior) and Monkton is a registered charity and is incorporated as a company limited by guarantee. The Principal acts as both the Head of the Senior School and as the CEO of the group of schools.



The Senior School enjoys a very attractive rural location in the Monkton Combe valley some two and a half miles south of the historic city of Bath. Nearby is Monkton Prep with a separate Head but part of the same foundation.

The Senior School and Prep School have a strong boarding tradition; however, day pupils comprise one third of the intake of the Senior School and are in the majority in the Prep School. Since 1992 when it merged with Clarendon School for Girls the school has been co-educational with three boys' boarding houses and three girls' boarding houses, all in the school's immediate environs.



The School buildings are in many cases converted houses, formerly privately owned, in the village. There are also many purpose-built teaching areas and extensive playing fields; the School has two boathouses on the River Avon. Some staff live in the valley in school accommodation.

There has been a major programme of rebuilding and improvement in recent years: a £4.5 million extension and rebuilding of Maths and Science Departments was completed during 2008, a completely remodelled £3.5m Music Department opened in February 2012, and a significant enlargement and refurbishment of the Art and DT Departments in 2015. Current projects are focusing on the refurbishment of boarding accommodation, and a ten-year strategic estate plan is being rolled out.



The Role

We are seeking to appoint a dedicated swim coach to join a hard working and friendly Sports department as they continue driving sport forward with a whole school approach. The successful candidate will be an exceptional coach required to assist with swimming sessions for a range of age groups from Reception through to our Senior School students in our Monkton Leisure Centre based at the Monkton Prep School. This position would report to and work alongside our Head of Individual Sport, Head of Swimming Development as well as the Head of PE.

Fundamental Task: To coach a range of age groups from Reception to Senior School Students in both swimming lessons and our swim squad on Mondays, Wednesdays and Saturday mornings.

Specific Duties:

- Abide by all policies and codes as required by the Sports Club
- Ensure that you have access to injury report forms available at all times
- Ensure that your qualifications are renewed and updated as and when required
- Be aware and understand the Sports Club Emergency Action Plan and Normal Operating Procedures (EAP & NOP)
- Attending training and development sessions, on occasion out-with your normal hours of work to ensure your Health and Safety competence and your continuous professional development
- Assist at all times to ensuring the smooth and efficient delivery of the swimming lesson programme
- Demonstrate and promote commitment to the company's values and objectives
- To follow and promote Monkton Combe Schools Child Protection policy at all times
- To report any Child Protection matters to the relevant people working with the Schools Child Protection Procedures
- To undertake any additional duties as may be required by the Sports Club Manager

Operational Tasks

- To work with groups and individual swimmers to help them achieve the aims required by the National Plan for Teaching Swimming (NPTS)
- Developing positive relationships with class participants, other teachers and guardians
- Adopt a positive attitude at all times for the customer, any issues that arise should be dealt with on a case by case basis liaising with the Swim School Manager to find the best solution moving forwards.
- Ensuring a safe and secure environment for visitors and employees
- To Coordinate with the sports team raising any issues that you feel affect or could improve



the Swim School Program

- To complete schemes of work and lesson plans
- Set up and put away any equipment needed for lessons
- Make notes of any particular needs of an individual swimmer

Note: The post holder may be reasonably required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the character of the duties or the level of responsibility entailed.

Person Specification

Note: some of the areas described in this person specification would be developed through the training on the job over the course of the first year.

		Essential	Desirable
Qualifications	STA/Swim England Level 2 Teaching Certificate	✓	
	NPLQ, NRASTC or STA SAT rescue award or similar		✓
	Qualifications (e.g. Adult & Child, disability, other aquatics etc)		✓
	First Aid		✓
	Evidence of continuing professional development (CPD)		✓

		Essential	Desirable
Experience	Previous experience of working with children	✓	
	Previous Aquatic Teaching experience	✓	



		Essential	Desirable
Knowledge & Understanding	Basic knowledge of needs of young children	✓	
	Equal Opportunities, Health and Safety and Child Protection	✓	
	Knowledge of issues relevant to education and child development		✓

		Essential	Desirable
Skills	Able to form excellent relationships with children, staff and parents	✓	
	Able to communicate well and establish firm and consistent boundaries	✓	
	Good communication skills	✓	
	Good attention to detail	✓	
	Excellent understanding and knowledge of current Swimming Teaching and practices	✓	
	To be able to adapt sessions to the needs of the swimmers.	✓	
	Differentiation within lessons and coaching sessions.	✓	

		Essential	Desirable
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Personal Attributes	Inspires others to have confidence in his/her knowledge and ability	✓	
	Is observant, imaginative, enthusiastic, friendly and puts others at ease	✓	
	Creates a fun environment for participants	✓	
	Demonstrates a high level of honesty, integrity and maintains high standards	✓	
	Harding working	✓	
	Has a flexible approach to work	✓	
	Ability to work as part of a team	✓	

Safeguarding

Monkton Combe School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and Disclosure and Barring Service.

- [Child Protection \(Safeguarding\) and Staff Code of Conduct and Behaviour Policy, including EYFS](#)
- [Equal Opportunities Policy, including EYFS](#)

Diversity Statement

We seek passionate individuals who live out our four core values (confidence, integrity, humility and service) and inspire our bright, curious and enthusiastic students. Monkton thinks differently. We appreciate and value difference, and our ambition is to attract, develop and retain a diverse mix of talented people that will contribute to our ethos and values.