

**CANON SLADE SCHOOL**

**Bradshaw Brow**

**Bolton**

**BL2 3BP**

**Telephone: 01204 333343**

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**Primary Swimming Teacher**

**Closing Date for Applications: Tuesday 4 February 2020 at 12.00pm**

**Interview Date: Monday 10 February 2020**



**Proud to be part of**

 

**Canon Slade School**

**Job Description**

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| Job Title: | | Primary Swimming Teacher | Department: | PE |
| Level/Salary Range: | | Grade F (Points 17 – 23) | Reporting to: | Head of PE |
| Contract term: | | Casual | Hours per week: | Flexible |
| Safer Recruitment Statement | | | | |
| The Bishop Fraser Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. | | | | |
| Vision statement | | | | |
| *“To allow all children to experience ‘life in all its fullness’, no matter what their starting point” by:*   * Offering a high quality, inclusive and distinctive education * A caring and nurturing environment based on our Christian values * Recognising the unique nature of each child. | | | | |
| All staff employed by the Bishop Fraser Trust are required to | | | | |
| * uphold and promote the Trust’s vision * uphold and promote the Christian ethos of all schools in the Trust * support and contribute to the achievement of all students academically and pastorally * support and contribute to the Trust’s responsibility for safeguarding all students * undertake professional training to enhance personal development and job performance; * Comply with all Trust and individual school policies and procedures including safeguarding, child protection, health, safety and security, confidentiality and data protection * maintain high professional standards of attendance, punctuality, appearance, conduct and positive relationships with all pupils, parents/carers, colleagues, governors, trustees and members; treating everyone with dignity and respect * share best practice, expertise and skills with others | | | | |
| Main Objectives of Role: | | | | |
| Under the instruction of the Head of PE:   * To deliver a well-balanced and fully co-ordinated programme of activity * To plan and deliver appropriate swimming sessions. * To ensure compliance of Health and Safety regulations at all times as detailed in the School’s Policy Statements. * To encourage a friendly and professional atmosphere ensuring all those taking part are properly guided and supervised at all times | | | | |
| Job Description | | | | |
| We expect that you will:   * To deliver and plan lessons following the STA Learn to Swim programme to primary/infant pupils from the local schools who use our facilities. * Identify pupil abilities and cater for a wide range of experience and encourage them to reach their full potential. * Ensure pupils follow pool safety rules and equipment is used correctly. * To undertake the preparation of lesson plans following the STA learn to swim pathway. * To complete registers and monitor progress on the swimming programme. * To follow Canon Slade NOP’s and EAP’s. * Arrange for the appropriate certificates to be awarded to each pupil at the end of the courses | | | | |
| All Staff employed by the Bishop Fraser Trust will: | | | | |
| * Seek to be positive and build up the common good through their own individual contribution to the life of their school * Offer ideas and suggestions for making things better * Engage actively in the appraisal and performance review process * Seek to develop a better work/life balance * Appreciate that whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified in this job description * Work within the Trust and individual school’s Health & Safety Policies to ensure a safe working environment for all staff and pupils. * Follow any reasonable request from the Headteacher or SLT to undertake work of a similar level that is not specified in this job description. * Be courteous to colleagues and provide a welcoming environment to visitors and telephone callers. * Promote equality and celebrate diversity, seeking to reduce disadvantage, and to encourage aspirations and participation from people who might not otherwise join in.   This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher or SLT to reflect or anticipate changes in the job which are commensurate with the salary and job title. It allocates duties and responsibilities but does not direct the amount of time to be spent on carrying them out. The above responsibilities are subject to the general duties and responsibilities contained in the statement of conditions of employment. | | | | |
| Last Updated: | January 2020 | | | |

**Canon Slade School and the Bishop Fraser Trust**

**Person Specification for the post of Primary Swimming Teacher**

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| **ESSENTIAL REQUIREMENTS** | |
| **1. SKILLS AND KNOWLEDGE** | |
| **1.1** | Ability to teaching learners to swim at all levels |
| **1.2** | Excellent communication skills – verbal, listening to a wide variety of service users |
| **1.3** | Good organisational skills and the ability to plan and deliver quality swimming sessions. |
| **1.4** | Ability to work effectively with children and young people |
| **1.5** | Have the ability to differentiate a swim session |
| **1.6** | Excellent motivational skills |
| **1.7** | Ability to work as part of a team |
| **2. EXPERIENCE/QUALIFICATIONS/TRAINING** | |
| **2.1** | Level 2 ASA /STA qualification |
| **2.2** | Proven work experience of the delivery of swimming teaching to a wide range of children |
| **2.3** | To have knowledge of the STA primary school swimming programme |
| **3. PROFESSIONAL VALUES AND PRACTICES** | |
| **3.1** | To have a positive and enthusiastic attitude towards swimming |
| **3.2** | To have an understanding of safe working practice |
| **3.3** | To have an understanding of child protection and welfare principles, policies and procedures |