

Role Title:	Swimming Teacher
Location:	The Leys School
Responsible to:	Sports Facilities Manager
<p>This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</p>	
<p>Main purpose of the role:</p> <p>The purpose of this is role is to plan and deliver effective and fun swimming lessons and ensure pupil's make progress in their swimming.</p>	
<p>Main duties and responsibilities</p> <ul style="list-style-type: none"> • To plan and deliver lessons, which will meet the requirements defined in Learn 2 and ensure pupil progression. Record all progress on the provided iPad • Progression is notified to the parents via the iPad reporting system only • During lessons provide instruction and positive feedback to pupils • Ensure that all equipment and resources are used appropriately and safely • To report any safety concerns, incidents, or accidents as they occur and in liaison with the Sports Facilities Manager and ensure relevant paperwork is completed • To attend training and meetings as required 	
<p>Safeguarding responsibilities</p> <ul style="list-style-type: none"> • To have read the School's Child Protection Policy and updates to this policy as required by the School. • To adhere at all times to the School's Child Protection procedures and to undertake responsibility to safeguard pupils. • To be aware of and adhere to at all times the School's Staff Behaviour and Code of Conduct and confidentiality. • A duty to report and discuss any concerns about the safety of children and their wellbeing to the Designated Safeguarding Lead (DSL). • A duty to report any low-level concerns about colleagues to the Designated Safeguarding Lead (DSL). • To be informed and trained to an appropriate level and to complete mandatory safeguarding training as required by the School. 	

General Tasks

- To refer to and adhere to all Health and Safety procedures and policies as appropriate and other legislative requirements as required, carrying out duties by working in a safe and organised manner.
- To ensure that a safe / secure environment exists for pupils / staff and customers and meet requirements under the Health & Safety at work Act 1974 and C.O.S.H.H.
- To uphold the provisions of data protection legislation, the School's Data Protection Policy, and other related policies.
- Understand and be mindful of the School Acceptable Use Policy and Staff ICT & Social Media Guidelines.
- To adhere to and maintain School Policies and Procedures and work with regard to the ethics of the School.
- To observe / implement all relevant legislative requirements, maintain and update own knowledge as appropriate for the role.
- To work flexibly as necessary to meet the needs of the role and the School.
- To undertake any other reasonable associated request from the Director of Pastoral Care, Headmaster/Bursar, or other senior member of SMT as appropriate.
- To refer to and adhere to all Health and Safety procedures and policies as appropriate and other legislative requirements as required, carrying out duties by working in a safe and organised manner.
- Wear suitable clothing when teaching in the water and wear uniform when teaching poolside

Signature:

Date:

The list of tasks or duties and responsibilities described above is not exhaustive, and the School is entitled to instruct you, at any time, to carry out additional duties or responsibilities, which fall reasonably within the ambit of the job description, or in accordance with operational requirements.

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Role Title: Swimming Teacher Location: The Leys Swimming Pool Responsible to: Sports Facilities Manager			
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Person Specification	Essential	Desirable	Method of Assessment
Qualifications	<ul style="list-style-type: none"> ASA Level 2 Swimming Teacher qualification or equivalent alternative qualification 		<ul style="list-style-type: none"> Production of the applicant's certificates Discussion at interview Independent verification of qualifications
Experience	<ul style="list-style-type: none"> Previous experience working as a Swimming Teacher or Swimming Assistant 		<ul style="list-style-type: none"> Contents of the application form Interview Professional references
Skills	<ul style="list-style-type: none"> Able to demonstrate session management skills Able to demonstrate good communication skills within a swimming teaching environment Be able to assess participants Able to plan and teach swimming lessons To work independently to plan, prepare, deliver, monitor and evaluate swimming sessions with or without a swimming assistant 		<ul style="list-style-type: none"> Contents of the application form Interview Professional references
Knowledge	<ul style="list-style-type: none"> Understand the legal requirements and responsibilities of teaching swimming Know the strokes and skills needed in swimming Know how to choose the appropriate teaching method to 	<ul style="list-style-type: none"> The knowledge that would enable the applicant to perform effectively in the role 	<ul style="list-style-type: none"> Contents of the application form Interview Professional references

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	meet individual need <ul style="list-style-type: none">• Be able to apply an appropriate motivational technique		
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