



Bloxham School

JOB DESCRIPTION AND PERSON SPECIFICATION

SWIMMING TEACHER

Department:	General Leisure
Reports to:	General Manager Leisure
Responsible to:	Bursar
Line Management responsibility:	No

JOB DESCRIPTION

Summary of the Role:

Teach and coach people of all ages and abilities. Help develop swimming skills, technique and confidence in the water.

Departmental Overview:

The General Leisure Department at Bloxham School is dedicated to promoting the physical well-being and recreational enjoyment of students, staff, and the wider community. Our purpose is to provide and maintain top-notch facilities, including an indoor swimming pool, sports pitches, and gym, fostering a healthy and active lifestyle. By offering these amenities to both the school and the public, the General Leisure Department encourages community engagement and helps build strong, supportive relationships between the school and its surrounding area.

Main Duties and Responsibilities:

- To plan and deliver lessons.
- Ensure safe provision of all equipment and ensure it is used correctly.
- Make sure safety standards are followed in sessions and undertake risk assessments.
- Identify participants' abilities and encourage them to reach their full potential.
- Plan and deliver sessions appropriate to the level of swimmer.
- Provide explanations and demonstrate swimming techniques.
- Correct faults in swimming techniques and identify ways to improve performance.
- To be a positive role model, creating a positive and fun environment in which to motivate and encourage children and adults to participate in swimming.

- Set ground rules for each session.
- Evaluate sessions and give feedback.
- To carry out an attendance register when required.
- To agree to abide by a code of conduct and carry out duties in accordance with Bloxham School and its subsidiaries' policies, including equal opportunities, safeguarding children, health and safety at work, etc.
- To attend meetings when necessary.

Other Duties and Responsibilities:

- Wear uniform as required.
- Adherence to the General Data Protection Regulations.
- Promoting and safeguarding the welfare of children and young persons for whom the post holder is responsible, or with whom they come into contact.
- Adhere to and ensure compliance with the School's Child Protection Policy at all times.
- Report any concerns to the School's Designated Safeguarding Lead.
- Comply with all health and safety provisions and systems provided by the school to practically prevent risk to the health, safety and welfare of all.
- Undertake such other comparable duties as reasonably required from time to time.

CHILD PROTECTION

Safeguarding and the promotion of our students' welfare, safety, physical and mental health by fostering an honest, open, caring and supportive climate is of paramount importance at Bloxham School. All staff are expected to share in this commitment and to ensure that they are familiar with all policies and procedures related to child protection and security.

CONFIDENTIALITY AND DATA PROTECTION

A strict code of confidentiality must be maintained at all times to protect the pupils and their families, other staff and the general business of Bloxham School. In line with General Data Protection Regulations (GDPR), information and other personal data may not be disclosed to third parties.

CYBERSECURITY

All employees are required to uphold the school's commitment to cybersecurity. This includes adhering to established security protocols, recognising and reporting potential threats, and participating in mandatory cybersecurity training sessions. Employees must practice safe online behaviours, ensure the protection of sensitive information, and actively contribute to the prevention of cyber incidents. Your participation is crucial in upholding our collective responsibility to protect not

only the school's information assets but also the privacy and security of our community and ensure a safer cyber space for everyone involved.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Educated to GCSE Level or equivalent • Swim England (ASA)/STA Level 2 qualification 	<ul style="list-style-type: none"> • NRASTC or Safety Award for Teachers qualification
Knowledge and Experience	<ul style="list-style-type: none"> • An understanding of how to differentiate in a coaching session 	
Skills and Abilities	<ul style="list-style-type: none"> • The ability to inspire confidence and motivate swimmers • The ability to encourage people and put them at ease 	
Personal Qualities, Attitude and Behaviours	<ul style="list-style-type: none"> • Enthusiastic and positive attitude towards swimming and good communication • Perseverance and patience 	