



Job Description and Person Specification

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Job Title:	Swimming Teacher
Summary of the role:	To teach and cover swimming lessons to the Swim England (Learn to Swim) framework. Lesson options include: Weekend Sidcot Swim School and may also include Sidcot Junior School, Afterschool Clubs, External Primary Schools & Adult Lessons (dependent on experience and availability).
Line management responsibility for:	N/A
Safeguarding requirements:	<ul style="list-style-type: none">• Engage in regulated activity relevant to children• Promote and safeguard the welfare of children and young persons for who you are responsible and with whom you come into contact.
Main duties and responsibilities:	<ul style="list-style-type: none">• Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.• To teach swimming lessons to various ages including adults, using the Swim England (Learn to Swim) framework.• To have read, understood and be aware of the latest Sidcot Pool Safety Operating Procedure and follow the guidance and procedures laid out in the Normal Operating Procedure and Emergency Action Plan.• To assess pupils for Swim England (Learn to Swim) stages and provide feedback to parents, as well as progress updates on the online portal.• To wear the issued uniform and staff ID badge on shifts and to be responsible for keeping it clean and presentable.• To supervise all swimmers and not allow them to enter the water until it is adequately supervised and safe.



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	<ul style="list-style-type: none">• To arrive at least five minutes before your shift so you are in the correct uniform and on poolside with equipment prepared for the start of your lesson.• To safely set up and pack away equipment within swim teachers lessons as necessary.• To be flexible in teaching group and 1:1 lessons for Sidcot School & Sidcot Swim School and any additional lessons as requested by the Sports Centre Manager.• To communicate effectively with the Sports Centre Manager and with the Swim School Coordinator.• To be eager and willing to assist and lead Intensive Swimming Lessons and Swim School assessments during the school holidays.• To be willing to cover other swimming teachers' lessons in case of staff absence or illness, and to have a flexible approach towards working evenings and weekends.• To check messages and shifts on Microsoft Teams and WhatsApp for any updates or changes to working hours.• To report any equipment or building defects to the Supervisor on duty & to follow this up to ensure the Manager is informed.• To be able to use booking systems on both computer and tablet & to complete registers and progress reports.• When on duty, swim teachers will not use mobile phones, mp3 players, smart watches or any other personal equipment that may distract them from supervising the pool.• To ensure all equipment is cleaned, dried & put away correctly and the poolside is tidy.
Line management duties and responsibilities	N/A



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You may also be required to undertake such other comparable duties as the Head or your line manager requires from time to time. For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have contractual effect.

Person Specification

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	Essential	Desirable	Method of assessment
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
Qualifications	<p><i>The professional, technical or academic qualifications that the Applicant must have to undertake the role or the training that they must have received</i></p> <ul style="list-style-type: none">• SEQ Level 2 Teaching Swimming Qualification	<ul style="list-style-type: none">• <i>The professional, technical or academic qualifications that the Applicant would ideally have to undertake the role or the training that they should ideally have received</i>• National Rescue Award for Swimming• Teachers and Coaches (NRSTC)• National Pool Lifeguard Qualification (NPLQ)• Rookie Lifeguard Instructor• Pool Plant Operations• Diving qualifications• Recognised First Aid at Work	<p>Production of the Applicant's certificates</p> <p>Discussion at interview</p> <p>Independent verification of qualifications</p>



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		<p>qualification</p> <ul style="list-style-type: none"> • Completion of Adult Swimming CPD • Swim England Swimming Coach • Certificate 	
Experience	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to predict success in the role</i></p> <ul style="list-style-type: none"> • Teaching school age children. • Teaching preschool children. • Experience of managing challenging behaviours. • Lesson planning and assessment. • Assessing and grouping swimmers. • Ability to team teach, lead or assist. • Teaching 1:1 and group lessons. • Newly qualified swimming teachers will be considered. 	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to contribute to success in the role</i></p> <ul style="list-style-type: none"> • Teaching adult lessons. 	<p>Contents of the application form</p> <p>Interview</p> <p>Professional references</p>



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Skills, abilities and competencies	<p><i>The skills, abilities and competencies required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Observational and analytical skills to enable quick stroke and skills analysis followed up with teaching to improve. • Adaptive teaching to allow for pupils needs. • An ability to demonstrate correct technique in the pool or on poolside. • An ability to give clear explanations and elaborate if needed to make yourself understood. • Team player and eager to help. • Excellent communication – with other swim teachers, Sports Centre Manager and Swim School Coordinator. 	<p><i>The skills, abilities and competencies that would enable the Applicant to perform effectively in the role</i></p>	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references



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Knowledge	<p><i>The knowledge required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none">• A good knowledge and understanding of stroke and water skills techniques.• Knowledge of Swimming Teachers• Health and Safety responsibilities.• Knowledge of the principles of effective teaching.• Knowledge of Swim England LTS swim framework.	<p><i>The knowledge that would enable the Applicant to perform effectively in the role</i></p>	<ul style="list-style-type: none">• Contents of the application form• Interview• Professional references
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<p>Attitude and Behaviours</p>	<p><i>The attitude and behaviours that the Applicant requires to perform effectively in the role and to ensure that the Applicant safeguards and promotes the welfare of children and young people</i></p> <ul style="list-style-type: none"> • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Supportive of the Quaker ethos and principles • Emotional resilience in working with challenging behaviours • Positive attitude to use of authority/maintaining discipline • Confidence in/around the water • Trustworthy, reliable, punctual, eager to cover. • Excellent communication and customer service skills • Ability to give feedback to swimmers and parents 	<p><i>The attitude and behaviours that would assist the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • A desire to develop swimmers to the best of their ability 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
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