



Kimbolton School

CAMBRIDGESHIRE



APPLICATION PACK

CONTENTS

- Welcome
- The School
- Commitment to Safeguarding
- The Role
- Duties and Responsibilities
- Person Specification
- Terms and Conditions
- Method of Application
- Notes



T AVORUM



SPES DURA

Welcome

Kimbolton School is committed to recruiting, developing and retaining high calibre teaching and non-teaching staff for our outstanding [HMC school](#). All our staff, regardless of role, play an important part in the provision of our first-class education.

Teaching Staff

We employ teachers who are conscientious, imaginative and committed to educating the whole person. Our continuous professional development scheme provides all academic staff with an opportunity to reflect on their practice and continue to develop their teaching and pastoral skills to the benefit of all pupils. We expect teachers to be fully involved in the extra-curricular life of our school too, encouraging pupils in their wider development through music, sport, drama, art, CCF, clubs, societies and trips. Sometimes these are out-of-hours, at weekends or during school holidays.

Non-teaching Staff

Our non-teaching staff fill a wide variety of roles, both part- and full-time and some of them term-time only. They are very much part of our wider team and contribute to, and benefit from, the happy and positive feel of our school.

The School recognises that an important element in safeguarding our pupils is a robust recruitment process that incorporates measures to deter, reject, or identify people who might abuse children, or who are otherwise unsuited to work with them. In addition, recent government guidance, “Safeguarding Children – Keeping Children Safe in Education Sept 2023, specifically Part 3”, as well as specific guidance from the National Minimum Standards for Boarding Schools, help to form the basis of school policy. For further information about Kimbolton School's commitment to Safer Recruitment, please visit our Policies page to read our Safe Recruitment Policy at www.kimbolton.cambs.sch.uk/policies.

You will find in this Application Pack further details about this exciting opportunity to join our friendly and enthusiastic staff team. Please refer to the Method of Application for details on how to apply. We look forward to hearing from you.



Job Description

Games Coach

Required from January 2024 or earlier

The School

Kimbolton School was founded in 1600 and is situated in 100 acres of grounds in the West Huntingdon town of Kimbolton. The School currently educates over 1000 children aged 4-18 in a coeducational, predominantly day environment, although there are 43 boarders. The Senior School is located around Kimbolton Castle while the Preparatory School is housed to the west of the village on the original Grammar School site. The School employs approximately 400 staff and also owns a subsidiary company, Kimbolton School Enterprises, which transacts all non-charitable trading activity.

Further information about the School can be found on the School website: www.kimbolton.cambs.sch.uk.

Commitment to Safeguarding

Kimbolton School is dedicated to safeguarding and promoting the welfare of its boarding and day pupils, regardless of age, ability, race, culture, religion, sexuality or class. Safeguarding is integrated into the School ethos. It is the duty of all members of staff including full-time, part-time and volunteers, both teaching and support, to play an active role in ensuring the safety and promoting the welfare of the children in the School's care. Safeguarding is everyone's responsibility.

The Role

Kimbolton School prides itself on its strong extra-curricular programme and all staff are expected to be involved in this element of school life.

We are seeking a well-qualified, adaptable, enthusiastic and supportive Games Coach to design and deliver games lessons across both the Senior (Years 7-13) and Preparatory Schools (Years 1-6) from January 2024 or earlier. The successful candidate would be expected to tailor their coaching techniques to the different teams and abilities, ensuring all players are challenged and provided with continuous opportunities for improvement. As a coach you will be expected to facilitate a full programme of enrichment opportunities and foster Kimbolton's ethos of inclusivity, participation and the development of a well-rounded child.

The Games Coach will have a specialism in one of our major Sports, (hockey, football netball, cricket, tennis) but be able to coach other sports as well. This exciting role provides the right candidate with

an opportunity to work with other highly skilled coaches and academic staff to impact on the participation, enjoyment and success for pupils across a range of sports.

Duties and Responsibilities

This variable hours role requires the Games Coach to support the department with the provision of Sport throughout the proposed calendar terms and more specifically to:

- Design and deliver Games lessons across both the Senior and Preparatory Schools.
- Assist the team managers in team selections, providing relevant knowledge and insight into the individual players.
- Manage and coach the teams for all home/away matches.
- Provide feedback from matches to both the teams and individuals.
- Collaborate with other coaches to achieve a consistent approach to coaching across the School.
- Progress individual pupils.
- To understand and actively support the ethos of inclusion and participation among the pupils.
- Lead/assist purposeful and safe training sessions for teams and individuals. This could be at all levels and ages, in lessons and after-school practices, throughout both the Senior and Preparatory Schools.
- Officiate and assist in the organisation of internal House competitions.
- Officiate and support teams representing the school in fixtures where required (hours may vary as a result).
- Plan and implement suitable development strategies where needed in collaboration with both the Head of Girls Games and Director of Sport.
- Be familiar with updated rules, regulations and umpiring needs in order to train/cascade information to school team managers and pupils.
- Be familiar with Game specific directives and apply these to training and matches.
- Assist in the care, storage and use of specific Game related equipment.
- To provide a punctual and professional role model for young Games playing pupils to work with and develop their skills alongside.
- To write end of season reports for allocated pupils involved in teams.
- Facilitate in other sporting/games activities.

- To adhere to all relevant Health and Safety legislation policies and procedures, compliance with the School's Code of Conduct and Safeguarding and Child Protection policy.

Person Specification

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Hold a current NGB Coaching qualification (Level 2 or above). 	<ul style="list-style-type: none"> • First Aid qualified or a willingness to be trained.
Skills and Experience	<ul style="list-style-type: none"> • Experience of coaching in a wide range of environments including Schools, Clubs and community settings. • Excellent leadership skills, able to lead a large group, ranging in age from 7 upwards, with help from supporting coaches. • Excellent communication skills and tactical knowledge. • Excellent time-keeping and organisational skills. • Ability to manage and organise a large group of players with varying abilities. 	
Personal Qualities	<ul style="list-style-type: none"> • Adaptable with transferable skills in order to coach other sporting/games activities. 	

Terms and Conditions

Responsible to: The Head Sports Coach and the Director of Sport

Hours of Work: Hours of work will be confirmed on a termly basis and at the time of interview/employment. Hours of work to be recorded on a timesheet. A willingness to take teams on a Saturday would be an advantage.

Remuneration: Competitive and is dependent upon qualifications and experience.

Probationary Period: 6 months

Pension: The School offers a contributory pension scheme.

Additional benefits: Generous holiday entitlement, free onsite car parking; free lunch time meals during term time; free access to a fully equipped Gym and Swimming Pool; Cycle to Work scheme.

Referees: The names, addresses and telephone numbers of two professional referees are required. Referees will not be contacted without the permission of the applicant.

Method of Application

Please email a letter of application, together with the completed Application Form to:

Human Resources, Kimbolton School, Kimbolton, Huntingdon, Cambridgeshire PE28 0EA at recruitment@kimbolton.cambs.sch.uk.

The closing date for applications is: 9.00am Friday 6th October 2023

Interviews will take place shortly after the closing date.

Kimbolton School is committed to the highest standards of safeguarding and implements a rigorous and robust recruitment process that gathers and evaluates child protection relevant evidence about candidates prior to interview. All appointments are subject to satisfactory completion of an enhanced DBS check and proof of right to work in the UK. All applicants are requested to read the [Safeguarding Policy document](#). Please note that Kimbolton School does not have a sponsored Licence to recruit non UK workers and therefore all candidates are expected to be able to work in the UK.

Notes

The post holder is required to operate within school policies and procedures, including Health and Safety.

Kimbolton School is an equal opportunities employer.

Kimbolton School operates a No Smoking policy on the Estate.

Under the Guidelines Safeguarding Children: Safer Recruitment and Selection in Education Settings June 2005, Kimbolton School reserves the right to request age related information from the candidate.

Kimbolton 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. It is an offence for any organisation to offer employment that involves regular contact with young people under the age of 18 to anyone who has been convicted of certain specified offences or included on lists of people considered unsuitable for such work held by the Department of Education. It is also an offence for people convicted of such offences to apply for work with young people. The successful candidate is subject to satisfactory completion of an Enhanced Disclosure from the Disclosure and Barring Service before the appointment is confirmed. This check will include details of cautions, reprimands, or final warnings as well as convictions. Further information about the Disclosure scheme can be found at www.gov.uk/government/organisations/disclosure-and-barring-service. All employees will be expected to abide by the School's Safeguarding Code of Conduct and will attend Safeguarding training.

A copy of the School's Safeguarding Policy can be found on the website www.kimbolton.cambs.sch.uk/policies