



St Catherine's BRAMLEY

Patron: Her Royal Highness, The Duchess of Cornwall

Headmistress: Mrs AM Phillips MA Cantab

Charitable Objects of St. Catherine's School

The Objects for which the Company is established are to promote and provide for the advancement of education by providing, conducting, governing, carrying on and maintaining in the United Kingdom, or elsewhere, a boarding or day school or schools for girls in which the teaching shall be in accordance with the principles of the Church of England.

Child Protection Statement - St. Catherine's is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening, including checks with past employers and an enhanced DBS with barred list check.

The post-holder will be responsible for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact and must adhere to and ensure compliance with the School's Child Protection Policy at all times. If in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School he/she must report any concerns to one of the School's Designated Safeguarding Leads.

Job Description for Netball Coach Full or Part Time | One term or longer

About St. Catherine's School

St. Catherine's was founded in 1885 and in 2015 celebrated 130 years of successful education for girls. The School is an Independent Church of England Day and Boarding School, in membership of the Girls' Schools' Association, with 900 pupils aged between 4 and 18. The Prep School has 265 pupils aged 4 to 11 and the Senior School 635 pupils aged 11 to 18, of whom some 180 are in the Sixth Form and 160 are boarders aged 11 to 18. The School is situated in a 25-acre site in the village of Bramley, three miles south of Guildford off the main Horsham Road (A281) and on the edge of the Surrey Hills.

St. Catherine's is a selective academic girls' school which prides itself on its excellent A Level results and the university places which all its leavers secure, including good numbers at Oxbridge. However, this is not at the expense of our commitment to the broader ideal of an all-round education for all our pupils, which will prepare them for full and happy lives as well as successful careers.

The School was inspected in October 2016 by the Independent Schools Inspectorate and the report may be viewed [here](#). Our Good Schools Guide Reviews can be found [here](#).

We seek to appoint from September 2019 an enthusiastic and energetic Netball Coach. The successful candidate could be a qualified PE Teacher or a stand alone Netball Coach.

Personal and Professional Qualities Required

The successful applicant will be an enthusiastic and effective coach, passionate about Netball and willing to make a positive contribution to the PE Department. An ability to coach netball to a high level is of paramount importance, but an ability to teach swimming, gymnastics, basketball, badminton and/or volleyball throughout the school would be advantageous, although not essential.

Station Road, Bramley, Guildford, Surrey GU5 0DF | T: 01483 893363 | E: schooloffice@stcatherines.info | www.stcatherines.info

The Department

The department is made up of 8 full time staff. In addition, there are 4 members of staff who assist with teaching and extra-curricular practices from the boarding and teaching community plus a tennis coach and swimming coach. The school has 6 tennis/netball courts and extensive playing fields which hold a grass 400m track, 7 rounders pitches and 4 lacrosse pitches.

The PE department is based in the Anniversary Halls which houses state of the art facilities including a sports hall, fitness suite, dance studio, pool, squash court and gymnastics area. Also based in the Anniversary Halls is the PE Office, two A Level and GCSE classrooms and the Forum Café.

Physical Education at St Catherine's

PE is taught as a separate subject from year 7 to year 13. It consists of two double periods per week from years 7 to 10 and one triple in Year 11 and 6th form. Physical Education is studied at GCSE (AQA) and A level (OCR).

Typically, there are a small group of girls studying PE at A Level and results are excellent. Many girls gain places at some of the top universities to read Sports Science or sport-related subjects, including Physiotherapy, Leisure and Tourism and Physical Education.

An extensive extra-curricular provision is offered by the PE Department in which Netball is a major winter sport alongside Lacrosse.

Practical Information about the Post

The successful candidate will be an outstanding netball teacher/coach with experience of playing netball to a high representative standard. Candidates who are able to teach across the curriculum – netball, swimming, athletics, tennis, rounders, cricket and gymnastics as some or any of their specialisms – will be considered alongside candidates who are solely Netball Coaches.

The successful candidate will be expected to:

- Take a share of the extra-curricular activities, which fall outside the school day, in particular being responsible for the netball teams allocated for coaching, and for their progress, as delegated by the Head of Netball, and in collaboration with her, e.g. deploying coaches to teams, managing fixtures, extra-curricular clubs and activities etc.
- Take an active part in umpiring matches at weekends and after school and Saturdays - either on the School site or away at other venues.
- Be motivated to develop and enhance the learning within the school by sharing knowledge and good practice within the department.
- Show enthusiasm for the subject and school, bringing creative ideas to a thriving department.
- Work collaboratively and inclusively with pupils and staff on a daily basis.
- Be able to communicate clearly and professionally with pupils, parents and staff
- Be able to engage and motivate pupils through fully inclusive teaching and coaching, building a positive rapport with pupils and staff.
- Keep up-to-date records of the registers, attainment progress of all pupils taught, monitor these and take special action where necessary, also consulting/informing the Director of Sport.
- Ensure that teaching and coaching reflect the agreed departmental norms and the Physical Education Policy.
- Take part in all departmental activities, as required by the Director of Sport: departmental meetings, covering for department colleagues.
- Keep up to date with developments in their sport specialism.
- Become involved in the extra-curricular activities of the School as a whole, depending on the interests/particular talents of the candidate.

- Attend all required school functions, as directed by the Headmistress: staff meetings, parents' evenings, etc.
- Know, and adhere to all departmental policies.
- Know, and adhere to all whole school policies.
- Have a good level of ICT skills and be a swift and competent administrator.

High standards are expected of staff as well as pupils, but in a lively and supportive atmosphere, where communications are excellent. Staff room facilities are good and the Department is well resourced.

iPad School

In 2014 St. Catherine's became an iPad School, and all students from Year 5 upwards have their own iPads. Staff are not *required* to have an iPad or to use one in presenting teaching materials in the classroom, though all rooms are provided with Apple TVs as well as PCs and projectors or IWBs. However, staff *are* required to ensure that all resources needed for teaching are made available in an electronic format for downloading by girls and reading on the iPad. Strong general ICT skills are therefore a requirement, though high levels of technical ability in ICT are not. ICT training and support are readily available to all colleagues.

Extra-Curricular Activities

All members of staff are asked to make a contribution to some areas of the extra-curriculum and from time to time to assist with an occasional evening event to help support events like the school plays or major concerts. These can often be combined with watching the girls in action in another sphere from the classroom and seeing another side to them which can be very helpful. All part-time and full-time staff also contribute, pro rata, to supervising Day Girls prep. time in the Library after school from 4.30 to 5.30 p.m. or 5.30 p.m. to 6.30 p.m. respectively roughly twice per term. However, as all members of the PE Department make their contributions to the extra-curriculum at the same times of day as part of the daily life of their subject, Library duty is not a requirement.

Statutory NQT Induction, Staff Induction, Staff Review and Continuing Professional Development

The School offers statutory NQT induction, as provided by the Independent Schools' Council, and a strong and well established system of mentoring and support for NQTs. We have a well-established Initial Teacher Training Programme and consider applications from good graduates seeking school-based teacher training. All new staff are given electronic access to a Staff Handbook and School Policies well ahead of their joining the School and are given full induction training at the start of their first term. Subsequent twilight sessions also offer training in other specific areas, e.g. report writing.

The School is committed to the continuing professional development of its staff and there is an annual review procedure, conducted by a line manager. INSET opportunities are provided for the whole staff three times a year, and for individual staff, often arising out of discussions during the annual review.

St Catherine's School is committed to the proper Safeguarding of its students. All staff are required to undertake Child Protection Training as part of their induction and every three years thereafter.

Pastoral Roles

Posts within the pastoral house system of the School may also be available for the interested applicant for full-time posts. These are remunerated separately but are broadly the equivalent of form tutor responsibilities and applicants should state an interest in this additional responsibility in their application if it appeals. If such a post is not available initially, other opportunities will arise from time to time and will be advertised in the Staff Room.

Remuneration

Salary will be based on the St. Catherine's Salary Scale and will be commensurate with the qualifications and experience of the candidate.

The School contributes towards the Teachers' Pensions Scheme.

Accommodation

Accommodation on site may be available in return for boarding duties. Opportunities can be explored at interview.

Other Benefits

Lunch is provided daily and all staff enjoy access to the School's leisure facilities for a small one-off joining fee: pool, tennis courts, squash court, fitness suite - when these are not in use by the girls or other visiting courses. Other meals will be provided if staff are required to work during the evenings. Other meals such as breakfast and supper may be taken regularly for a very modest charge, payable in advance.

A fees concession of 50% is offered for the education of daughters of full-time members of staff at St Catherine's if a place is available and the girl passes the entrance examination. For part-time staff any fee concession is calculated on a pro rata basis.

Full time teaching staff in the Senior School currently have an allocated free half day each week, usually an afternoon, or some other equivalent block of non-contact time, *if this can be timetabled*. However, this is a non-contractual privilege and it is expected that the member of staff would remain in school during this time if there were a special school event requiring his/her attendance, or if he/she needed to catch up on work after some days' sickness leave, for example, or an INSET day out of School.

Applications

The application form should be returned to the HR Administrator, Mrs Netty Creswell and should take the form of:

- a letter of application relating to the specific job description for the post
- the completed Application Form provided with these details/found on the School website at www.stcatherines.info/staffvacancies
- a curriculum vitae if you wish to submit one to complement the above documents

Applications will be assessed in order of receipt and interviews may occur at any stage after applications are received. Please apply as soon as possible.

Candidates will have their applications acknowledged and if you do not hear from us after a few days, please contact the HR Administrator by email on jobapplications@stcatherines.info.

Thank you for your interest in St Catherine's School.

Alice Phillips
Headmistress
June 2019