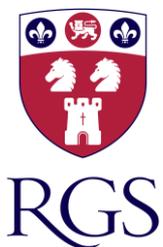




**GRADUATE
SPORTS
ASSISTANTS
JOB
INFORMATION**



RGS



GRADUATE SPORTS ASSISTANTS X 2 Posts

Newcastle upon Tyne Royal Grammar School

Fixed Term Appointment starting mid-August 2024 until 3rd July 2025



THE POSITION

We have a fantastic opportunity for two outstanding sport graduates to work with the Sports Department from mid-August 2024 until 3rd July 2025. If you are an enthusiastic, knowledgeable and skilled sports person who is looking to potentially move into a career in sport in the future, then we would like to hear from you.

The successful candidate will provide support across the sports department and work alongside the PE and coaching teaching team, working with students from Year 3 (age 7) to Upper Sixth (age 18). We would welcome applicants who have a strong background in our major games' sports (rugby, hockey, netball, football, or cricket.) In return, we offer valuable experience of working in one of the country's most successful schools and the opportunity to develop your knowledge in teaching, coaching, managing strength and conditioning programmes and officiating sport.

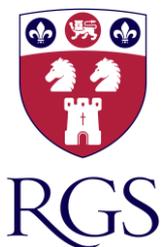
There may be opportunities to accompany trips or tours within the school as well.



Job Description: Graduate Sports Assistant x 2

Closing Date: 9.00am Monday 18th March 2024

Contact: Assistant Director of Sport, Andy Watt (a.watt@rgs.newcastle.sch.uk)



THE SCHOOL

Thomas Horsley, the original settlor of the Royal Grammar School Newcastle (RGS) pledged his legacy to the School in 1525. Almost 500 years later, RGS continues to flourish as the premier independent school in the North East of England and as one of the country's leading schools, and the Sunday Times' North East Independent School of the Decade 2020. Most recently, RGS was awarded the Sunday Times' 2023 North East's Top Independent Secondary School for Academic Performance. We regularly lead all northern schools in national league tables and pride ourselves on academic excellence, a high level of pastoral support, involvement in a wide range of sports and other co-curricular activities, and our commitment to bursaries and partnerships.

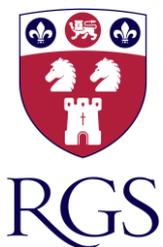
The RGS has grown substantially in recent years. There are now some 1,320 students, over 260 of whom are in the Junior School. The Sixth Form of 330 students is one of the largest in the independent sector. We became coeducational 20 years ago and girls now comprise 46% of the school.

The school is based in the heart of the City, immediately opposite Jesmond Metro station. The school occupies over 30 acres of land and has state-of-the-art facilities, including five brand new art studios, a new library, a new Sixth Form Centre, a 25m swimming pool, two Sports Halls, a Performing Arts Centre, outdoor football/rugby pitches at Mooracres, an artificial turf pitch for hockey and the former County Cricket Ground.



Academically the school is highly selective. Students are assessed for entry at the key entry points (Y3, Y5, Y7 and a handful at Y9, plus sixth form). The biggest entry points are Y3 (60 students), Y7 (c.75 students) and Y12 (c. 45 students). Beyond the academics, in Junior School (Y3-6) entry is assessed through activity days whilst at Y7 students are assessed through online tests and an interaction day. Sixth form entry is through interview only. Students sit baseline tests in Y7, Y10, and L6 – the average GLA CAT score for both the current Y7 and L6 is 117.

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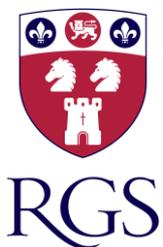


Academic selection and excellent teaching means the school's results are exceptional. The published figures for 2023 are on the school's website. For A Level, 34% of A level grades were at A*; 71% A*- A; and 89% A* - B. For GCSE, the proportion of grade 9s was 41.2%; 9 – 8 was 67.8%; and 9 – 7 was 85.8%. These results placed the RGS 51st, nationally, in The Sunday Times Parent Power survey, up from 73rd place in 2022. Additionally, Top School Guide ranked the RGS 16th nationally for co-educational schools; and overall, 37th for A Levels and 48th for GCSEs.

In 2021 The Sunday Times Parent Power survey judged RGS Newcastle to be the North East Independent School of the Decade. Since then, the RGS has consistently ranked first for academic results in the North East. In 2023, as well as receiving accreditation for the Wellbeing Award for Schools, the RGS was awarded the overall title of Independent School of the Year for the whole of the UK, following winning the category for Outstanding Educational Partnerships. We have more recently been awarded the title of Sunday Times Parent Power North East Independent School of the Year for 2024. Furthermore, School Sports Magazine recently ranked the RGS as the 27th best sports school (independent and state) in the UK.



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THE SPORTS DEPARTMENT

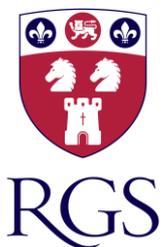
The RGS Senior and Junior Schools offer a fantastic range of sports to students through curricular PE and swimming, timetabled games and co-curricular sports. All students are encouraged and have multiple opportunities to represent the school and sport offers opportunities at all levels. Staff are mainly multi-disciplined and work with teams across a full range of sports and all age groups.



The sports facilities include four rugby pitches (one on-site and three a short 5-minute walk), a full-size football pitch, a six-lane 25-metre swimming-pool; two sports halls; strength and conditioning studios; dance facilities; a designated PE/sport classroom and changing-rooms to accommodate all the school's foreseeable sporting needs. On-site the school has an excellent all-weather hockey (multi-use) pitch, netball courts, tennis courts and one rugby pitch. For cross-country running both Senior and Junior Schools use the adjoining Exhibition Park and Town Moor. For cricket the school owns the Jesmond cricket ground which is a 5-minute walk away from the main school and we regularly use the Northumberland Lawn Tennis club for tennis, squash and badminton facilities.

All year groups have a games afternoon every week, giving the opportunity for all students to be involved in a comprehensive programme, as well as to play in fixtures. Students in Years 7 to 9 get one hour of timetabled PE a week, and an hour of swimming every fortnight. In Years 10 and 11 they get one hour of PE, or swimming on a rotation each week. Alongside curricular PE, swimming and games, the department delivers AQA A level and will offer AQA GCSE PE for the first-time next year. We also offer opportunities to develop leadership skills in sports, as we feel it is important for our students to develop leadership skills alongside their physical skills.

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In sport we want all students to participate, whilst also striving to be the best they can, and there are inter-house competitions and school teams for rugby, hockey, football, netball, cross-country running, swimming, cricket, rounders, athletics, basketball, badminton, squash, tennis, athletics and gymnastics. These sports have clubs during the week, before, during and after school. Fixtures are played mid-week and on Saturdays where we have the opportunity to travel further afield to take on suitable competitive fixtures. Teams compete at all levels.



In rugby the senior rugby team have recently won the prestigious invitational St Joseph's Festival and Rosslyn Park National 7s. Last year they reached the quarter finals of the National RFU U18 Schools Cup and our U15 team were plate winners at the Invitational Langley Festival and our U16 team were winners of the RGS 7's competition for the second time. The school has produced international players in various age groups. We currently support many individuals who are in the RFU Falcons Academy pathways and we currently have 7 Old Novos (former students) contracted with Newcastle Falcons and other ON's playing in the Premiership and abroad.



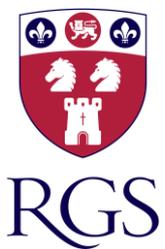
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In hockey our senior girls compete National in Tier 1 which is the highest level for schools after becoming National Tier 2 hockey champions two years ago, which promoted them into Tier 1 National League. Our Netball teams regularly make National finals and last year won the inaugural Invitational St Joseph's festival. Our swimming, cross-country and gymnastics teams all reached National finals last with many of our gymnastics teams being crowned British Champions.

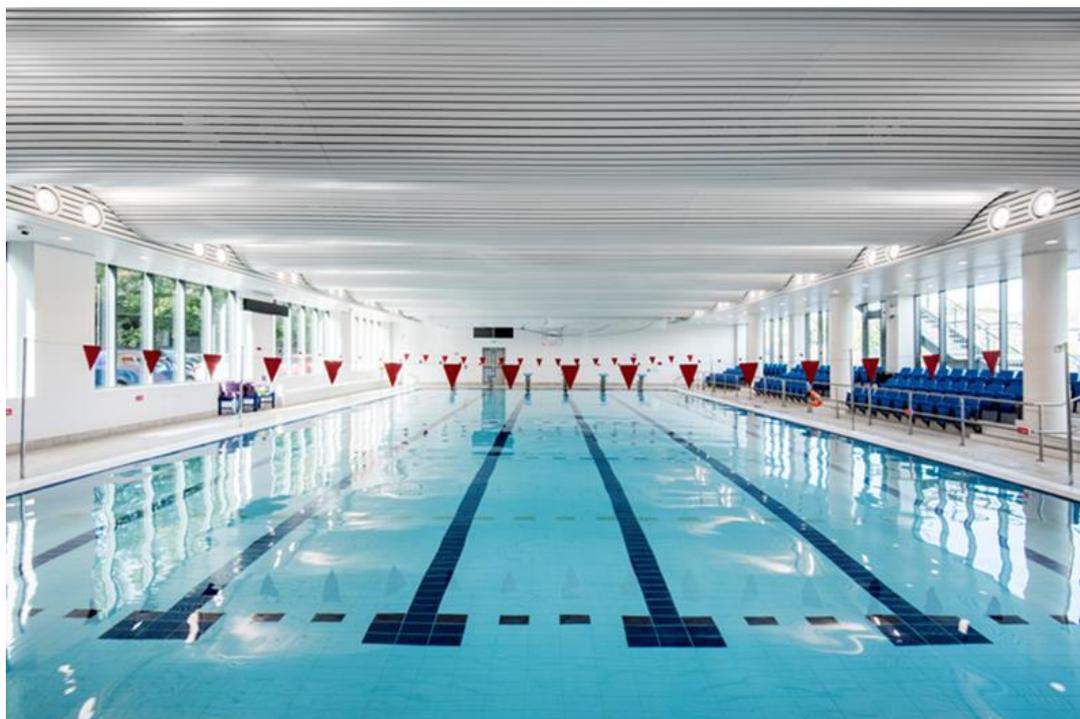
Most importantly we put out many teams across all ages, giving as many students as possible the opportunity to represent the school in many different sports. We are always looking for more opportunities and experiences for our students.



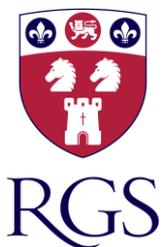


PEOPLE

The Senior School Sports Department has nine full time and one part time members of staff, alongside a full-time swimming teacher who works across the Junior and Senior School. Senior School staff do teach Games in the Junior School where there is two full time and one part time members of staff. Specialist coaches visit the school to deliver certain activities and strengthen the provision in our major sports alongside staff outside the department, who contribute allowing us to put out as many teams in different sports as we do.



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MAIN DUTIES AND RESPONSIBILITIES

Reporting to the Director of Sport and working in collaboration with the wider PE Department, the Graduate Sports Assistant will:

- Coach and assist with lessons throughout the year for students of all ages and abilities.
- Coach practices before school, during lunchtimes, after school practices and match days (midweek and Saturdays).
- Deliver and develop strength and conditioning programmes for individuals and groups.
- Select and accompany teams mid-week and on a Saturday to various fixtures.
- Support the PE staff, including Sports Centre staff, in the daily running of the Sports Centre and department.
- Specialist knowledge and experience of coaching/playing major games is essential.
- Referee/umpire school fixtures.
- Promote professional standards of punctuality, discipline and sportsmanship with all students, taking appropriate action where necessary.
- Assist the Director of Sport and Assistant Directors of Sport with administrative tasks as required.
- Ensure care is taken of sports equipment and that areas are left tidy and in good condition.
- Accompany various school trips and attend sporting events. These may take place outside term-time and on weekends.

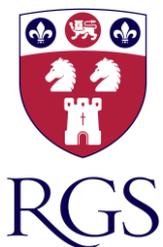
PERSON SPECIFICATION

- A high level of playing and/or coaching experience in our major team sports is desirable. (Cricket/Netball/Football/Hockey/Rugby)
- Coaching qualifications would be a significant advantage.
- Educated to degree level or equivalent in the areas of sport would be desirable.
- Experience of working with or training young people in a learning environment would be desirable.



PERSONAL QUALITIES

- Ability to work independently and also as part of a team.
- Ability to develop rapport with students throughout the school.
- Strong organisational skills and ability to meet deadlines.
- A positive attitude towards professional development and their own learning.
- Display commitment to the protection and safeguarding of children and young people.
- Ability to be innovative, creative and work flexibly.
- Ability to manage own time effectively.
- Good level of IT literacy in Microsoft Office.



LIVING IN THE NORTH EAST

Whilst the North East is beloved and popular with so many, we know that not everyone will have had first-hand experience of it, so this is a short introduction to a city and region which we love, and believe you will too. Newcastle is a medium-sized city with an historic centre and a vibrant life of its own. There's culture and arts in the form of the award-winning BALTIC Art Gallery and The Sage, alongside several theatres that attract national touring productions. There's music from classical to club and we are home to the Royal Northern Sinfonia. There's also a growing food culture with some fantastic restaurants.

If you like sport then there's certainly no shortage of top-class entertainment: from Premier League football being played at St James' Park and EFL at the Stadium of Light to first class cricket at Durham (a mere half hour away), and great rugby at the Falcons, not to mention basketball and even ice hockey, and then there is the annual Great North Run. The North East has also produced some of the country's finest athletes in track and field and there are clubs aplenty to get involved with, most famously in Gateshead.

The coast and the hills are minutes away from the city centre. By car you can be in the middle of nowhere in 45 minutes, the Scottish Borders is only an hour away and the Lake District an hour and a half. The coast is served by the Metro (our version of the Tube), but some of the country's best beaches are up the road in Northumberland, less than 40 minutes by car. There's mountain biking, road cycling, climbing, and endless hill walks in stunning countryside. There are green spaces all over the city too, with plenty of parks for children and dogs alike to run around.

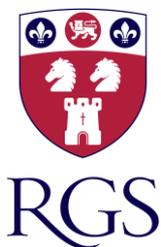
There are three local teaching hospitals, two universities in the city with another three close by. Some pioneering medical work goes on at the RVI, Great North Children's Hospital and the Freeman Hospital.

History abounds with more castles than you could count and sites of interest for almost every period of English (and border) history. Add that to a proud, independently minded and very friendly local population and we have most things you could want.

There are excellent primary schools in the region and city as well as some good secondary schools too, but staff do get a discount at the RGS. There are also a number of good competitor independent schools as well.



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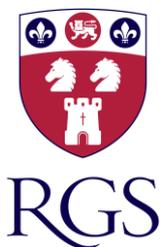
MAIN TERMS AND CONDITIONS

- This is a fixed term appointment which will run until 3rd July 2025. The start date for this role will coincide with RGS pre-season activities and will be confirmed by the Director of Sport once pre-season dates have been set. The start date is likely to be mid-August 2024.
- This role is term time only, plus all staff training days and 10 additional days to be worked at times agreed with the Director of Sport outside of normal term time (i.e., during the school holidays).
- Staff training days are spread throughout the year and will include the compulsory safeguarding training at the start of each academic year. Further details of staff training days will be shared with the successful applicant. Payment for these staff days has been incorporated into the annual salary.
- The successful candidate may also be required to work limited special events e.g., RGS Day and Open Day, with advance notice being given by the school.
- The days of work are Monday to Friday and includes weekends, as and when required for fixtures or sports centre duties.
- The Graduate Sports Assistant will work approximately 1460 hours across the fixed term period (8 hours per day).
- Whilst exact working times will vary, the earliest start time would be 7.45am and the latest finish time would generally be 5.30pm, unless the Graduate Sports Assistant is involved in any sporting fixtures.
- The salary for this role is in the region of £22.5K gross per annum (Full Time Equivalent). As this is a term time only role plus staff training days and 10 days, the actual salary for the role will be pro rata'd to in the region of 19.5K gross for the fixed term period (i.e., August 2024- July 2025 working 1460 hours) and is inclusive of Saturday working and trips.
- The salary is paid in equal monthly instalments across the period of the fixed term.
- RGS staff salaries are reviewed on 1st August each year.
- The employee will be required to comply with a range of RGS policies, in particular, those regarding Data protection, use of ICT facilities, Child Protection, Staff Code and Health and Safety, a copy of which will be made available.

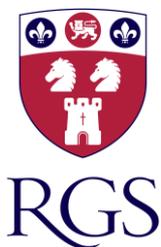
WHAT WE OFFER

- During term-time, staff are provided with a free lunch, if on site.
- For non-teaching staff we offer a support staff pension scheme, The Aviva Pension Trust for Independent Schools (APTIS). On receipt of a 6% employee contribution the school makes an employer contribution of 10%. There is also the option of a 3% employee and 5% employer contribution if preferred. This scheme is administered via Salary Exchange (also known as Salary Sacrifice) for those who are eligible. You can opt out of the Salary Exchange arrangement whilst remaining in the pension scheme. Further details of the scheme and salary exchange will be provided on appointment.
- The employee will become eligible for sick pay under the RGS Support Staff Sick Pay Scheme after a qualifying period. Details of the scheme will be provided on appointment.
- Membership to life assurance scheme through Aviva which pays out 5x annual salary in the event of death in service.
- As with all RGS employees, the employee will be encouraged to become involved in the wider life of the RGS community.
- It is the school's policy to allow all eligible members of staff to educate their children at the school at concessionary rates, subject to their children meeting the academic entry requirements and subject to a place being available.





- Ongoing educational support and development of all staff with the provision of external and internal training courses, and our middle leaders training programme for existing and aspiring managers.
 - Opportunity to see free school productions in the Miller Theatre located in our Performing Arts Centre.
 - Free use of a well-equipped gym, fitness suite and swimming pool.
 - Access to our onsite confidential counselling service.
 - We offer access to the school medical team (1 doctor and 2 nurses) for triage medical advice and free flu vaccinations.
 - Invitation to join staff clubs and wellbeing activities during term-time.
 - Staff social events throughout the year.
 - Supportive and friendly community.
 - Opportunity to join in with RGS tradition and become a member of the Stowell, Collingwood, Horsley, or Eldon House.
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HOW TO APPLY

Enquiries about this post should be made in the first instance to Andy Watt (Assistant Director of Sport a.watt@rgs.newcastle.sch.uk).

Candidates are advised to read the 'Information for Applicants' with particular care before applying.

If, having looked through the website (www.rgs.newcastle.sch.uk) and read this job information pack and the Information for Applicants, you think this particular post would suit you, please say so (and why) in:

1. A covering letter and
2. A fully completed RGS application form.

You must complete the application form, even if you want to also attach a CV. Please email all documents to jobs@rgs.newcastle.sch.uk by the closing date.

The closing date for this role is 9.00am Monday 18th March 2024, however, early applications are encouraged as candidates may be contacted for interview before the closing date. Interviews are likely to be held during w/c 25th March 2024.

Interviews will be held shortly after the closing date. We will hope to make the appointment as soon as possible following interview, offering the post and gaining acceptance.

Reasonable travel expenses will be considered to attend an interview if candidates live outside the local area. This is normally up to a maximum contribution of £100 on provision of receipts. If your expenses will be significantly higher than £100 and an overnight stay is required, please note all expenses will need to be booked and approved in advance. If you plan to claim expenses, please contact the Head's Secretary, Sandra Ellis S.Ellis@rgs.newcastle.sch.uk in advance of your interview, who will talk you through the policy and advise on eligibility for reimbursement.

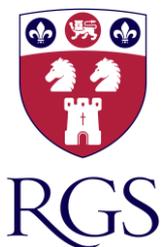
Safeguarding and Safer Recruitment

RGS is committed to the safeguarding of children and promoting the welfare of children and young people and expects all staff, volunteers and those working in school to share this commitment. The school applies the Government's Safer Recruitment procedures to all candidates. More information regarding the checks can be found in the Information for Applicants and 'Keeping Children Safe in Education' (September 2023).

Equal Opportunities

We are looking to appoint staff from a wide variety of backgrounds. Not just because it is the right thing to do but because at the RGS we recognise that those different experiences provide fresh perspectives, opportunities to challenge existing beliefs and

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provide opportunities to act as excellent role models for our diverse student body. We are committed to creating an inclusive and diverse school culture and our staff are at the heart of this. We are proud to be an equal opportunities employer and all qualified applicants will receive consideration for employment regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships. Whilst all applications are considered on merit, we would particularly welcome applications from black and minority ethnic candidates who are currently under-represented in our staff community.

We encourage all candidates to complete an 'equal opportunities' form with your application. This will be sent directly to the HR team for monitoring purposes.

CONTACT DETAILS

Royal Grammar School Eskdale Terrace Newcastle upon Tyne NE2 4DX

Andy Watt (Assistant Director of Sport) a.watt@rgs.newcastle.sch.uk

Tel: 0191 281 5711

General enquiries: communications@rgs.newcastle.sch.uk



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