

**GRADUATE  
SPORTS  
ASSISTANTS**  
Fixed Term

**JOB  
INFORMATION**



**RGS**  
NEWCASTLE



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# GRADUATE SPORTS ASSISTANTS

Newcastle upon Tyne Royal Grammar School  
Fixed Term starting mid- August 2026 until 2<sup>nd</sup> July 2027



## THE POSITION

This is a fantastic opportunity for an outstanding sport graduate to work with the Sports Department from mid-August 2026 until 2nd July 2027. 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/s 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 Information: Graduate Sports Assistants (Fixed Term)  
Closing Date: 9.00am Wednesday 4th February 2026  
Contact: Andy Watt (Assistant Director of Sport) [a.watt@rgs.newcastle.sch.uk](mailto:a.watt@rgs.newcastle.sch.uk)



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## THE SCHOOL

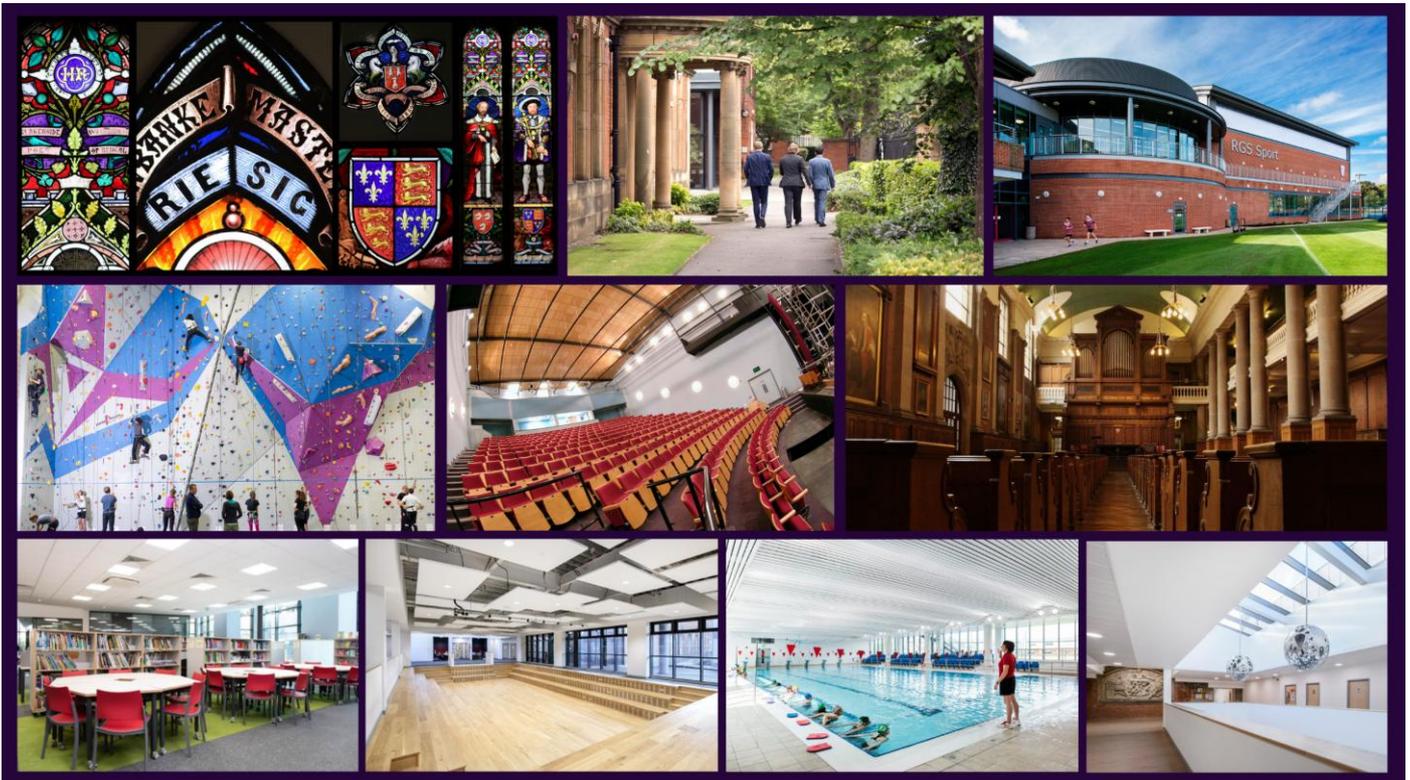
In 1525, the Mayor of Newcastle, Thomas Horsley, wrote his will, in which he generously gifted his estate to fund a grammar school. Five centuries later, Horsley's vision lives on in the Royal Grammar School Newcastle's corridors and classrooms, and his philanthropic spirit drives the RGS's commitment to education.

Few schools can claim a 500-year history. Over the years, the RGS, has continued to flourish as the premier independent school in the North East of England and as one of the country's leading schools - consistently topping the regional table for academic excellence.

Today, RGS is a fully co-educational school with over 1,300 students aged 7-18 (Years 3 to 13). Its academically selective places are highly sought after. The school has more than 250 students in the Junior School, which shares the same outstanding site as the Senior School. Its Sixth Form is one of the largest in the independent sector, with more than 340 students.

While RGS prides itself on academic excellence, the school is also known for its emphasis on a holistic education. The school's 'There's More to Life' approach informs its holistic education, which is central to students' success, health and happiness.

RGS is based in the heart of Newcastle, 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 modern 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.



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## Academic Success

RGS is a special place, known and respected throughout the whole country as well as the North East. It's a place where aspirations are high, results are outstanding, and opportunities are endless. Our students go on to study highly selective courses at the most sought-after universities but also leave the school realising that life outside the classroom has been equally beneficial.

In 2023, RGS was named the overall national 'Independent School of the Year' by The Telegraph Group's Independent School Parent Awards. The school was again named North East Independent Secondary School of the Year for Academic Excellence 2025 by The Sunday Times' Parent Power Schools Guide. Most recently, the school was named Independent Senior School of the Year at the TES Awards.

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 Y12 – the average GLA CAT score for both the current Y7 and Y12 is 117. We have several students who have the assistance of our dedicated Learning Support Team, which works across Junior and Senior School.



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## Co-curricular Activities

At RGS, students can choose from over 170 co-curricular activities, ranging from music, drama, and sports to unique options like e-sports and knitting. All students are encouraged to discover what excites and inspires them.

Sport is also a central part of life at RGS, with students actively participating in a variety of activities including hockey, cricket, and basketball, from early morning until late afternoon. RGS views sport as a fundamental vehicle for students to develop lifelong skills, character, resilience – and, above all, a love for daily movement.

While it may seem tricky to balance schoolwork with so many exciting co-curricular and sporting activities, RGS has found that students actively engaged outside the classroom often perform even better academically. Both programs are designed to help students develop essential life skills, from self-awareness to decision-making and self-organisation.



## Pastoral Care

We understand that all of our students are unique and different, and we strive to treat them as individuals, aiming to tailor our care to meet their needs.

That is why pastoral care is another critical cornerstone of RGS's holistic approach. Student well-being is embedded throughout school life, from a dedicated Form Teacher and an allocated Tutor to easy access to the school Medical Team and counsellors who work together to help students reach their full potential.

Our approach to managing and supporting staff is grounded in the same principles that define our pastoral support for students. We believe that fostering a positive, supportive environment for staff not only enhances individual wellbeing but also strengthens our collective ability to deliver exceptional outcomes for our students.

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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 five full-size grass pitches (one on-site and four a short 5-minute walk), a six-lane 25-metre swimming-pool; two sports halls; a newly re-laid Astro-turf hockey pitch; a climbing wall; netball courts; tennis courts; strength and conditioning studios; dance facilities; a designated PE/sport classroom and changing-rooms to accommodate all the school's foreseeable sporting needs. For cross-country running both Senior and Junior Schools use the adjoining Exhibition Park and Town Moor. For cricket, the main pitch is at Jesmond cricket ground, a 5-minute walk 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 GCSE PE and Sports Leaders Qualifications.

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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. The sports co-curricular schedule is busy and clubs in various sports run, before, during and after school mid-week and sometimes on a Saturday morning. Fixtures are played mid-week and on Saturdays where we can travel further afield to take on suitable competitive fixtures. Teams compete at all levels; our facilities are very busy!

## PEOPLE

The Senior and Junior school Sports Department has eleven full-time and two part-time members of staff, alongside a full-time swimming teacher who works across the Junior and Senior School. Specialist coaches visit the school to deliver certain activities and strengthen the provision in our major sports alongside staff outside the department.



## 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 Glass House, 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.

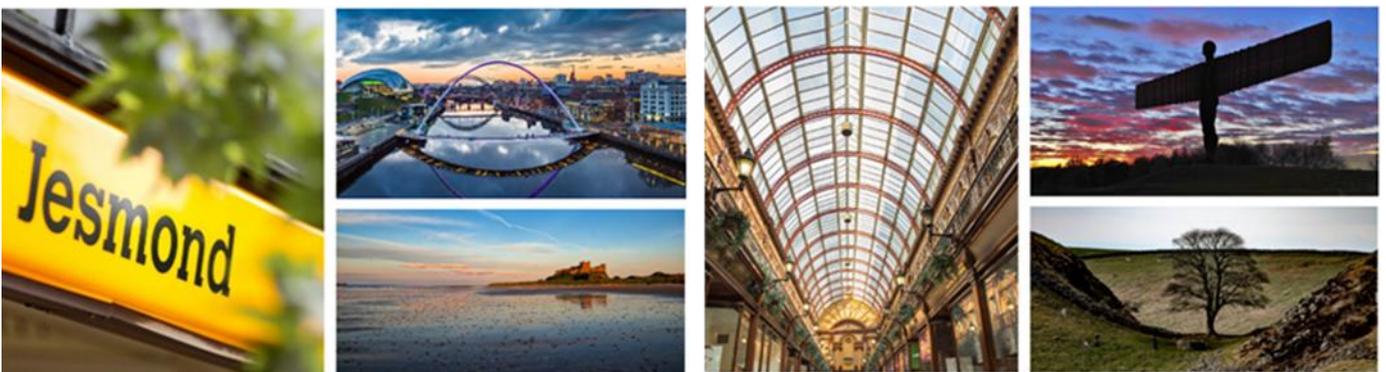
If you like sport then there's certainly no shortage of top-class entertainment: from Premier League football being played at St James' Park and EFL at the Stadium of Light to first class cricket at Durham (a mere half hour away), and great rugby at the Falcons, not to mention basketball and even ice 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 several good competitor independent schools as well.



## MAIN TERMS AND CONDITIONS

- This is a fixed term appointment which will run until 2<sup>nd</sup> July 2027. 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 provisional start date will be 17<sup>th</sup> August 2026.
- This role is term time only, plus all staff training days (4) 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).
- All staff are also expected to attend the compulsory safeguarding training at the start of each academic year. 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 1492 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 £24.5K gross per annum (Full Time Equivalent). As this is a term time only role plus staff training days and an additional 10 days, the actual salary for the role will be pro rata'd to in the region of £21.9K gross for the fixed term period (i.e., August 2026- July 2027 working 1492 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 1<sup>st</sup> 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.



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## 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.
- Membership to life assurance scheme through Aviva which pays out 5x annual salary in the event of death in service.
- 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.
- The school offers an optional healthcare plan for all staff which includes optical, dental and physio cover, access to telephone GP consultations and a host of other benefits (terms and conditions apply). Further information will be available to the employee once in post.





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- 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 is 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 program for existing and aspiring managers.
- We offer an interest free travel loan for a corporate Metro travel pass after a qualifying period. Further information will be available upon starting in post (Terms and Conditions apply).
- We offer a Bike to Work scheme for qualifying members of staff. (Terms and conditions apply).
- Opportunity to see free school productions in the Miller Theatre located in our Performing Arts Centre.



- 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.
- Free use of a well-equipped gym, fitness suite and swimming pool at permitted times.
- Supportive and friendly community.
- Invitation to join staff clubs and wellbeing activities during term-time.
- Staff social events throughout the year.
- Access to the school's library service and a wide range of reading materials.

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## HOW TO APPLY

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

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

Please visit [www.rgs.newcastle.sch.uk/join-us/work-with-us](http://www.rgs.newcastle.sch.uk/join-us/work-with-us) to access our application form and further information for applicants.

To apply for this post please submit the following to [jobs@rgs.newcastle.sch.uk](mailto:jobs@rgs.newcastle.sch.uk) by the closing date.

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

Note: You must complete the application form, even if you want to also attach a CV.

The closing date for this role is 9.00am Wednesday 4<sup>th</sup> February 2026, however, early applications are encouraged as candidates may be contacted for interview before the closing date.

### Interview Information

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, so applicants should arrive for interview with a clear idea of what would be involved in moving to the area (if necessary) and working at the RGS.

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](mailto: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 Keeping Children Safe in Education Safer Recruitment procedures to all candidates including appropriate pre-interview checks on shortlisted candidates and pre-employment checks pending any offer. More information regarding the checks can be found in our Information for Applicants [here](#), and '[Keeping Children Safe in Education](#)' (September 2025)

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## 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 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 neurodivergence, age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

We strive to achieve a diverse workforce, fully representative of our pluralistic society and the ethnic make-up of the student population in the UK. People of colour are under-represented on our staff team. We are keen to attract applicants from a diverse pool of candidates and determined to be a fully inclusive employer, and a great workplace for people of Black, Asian, and ethnic minority heritage as well as White heritage.

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

Tel: 0191 281 5711

General enquiries: [communications@rgs.newcastle.sch.uk](mailto:communications@rgs.newcastle.sch.uk)

Enquiries about this role: [a.watt@rgs.newcastle.sch.uk](mailto:a.watt@rgs.newcastle.sch.uk)

[www.rgs.newcastle.sch.uk](http://www.rgs.newcastle.sch.uk)



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