



Mayfield School

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Everyone Thinking, Everyone Learning

Swim Teacher

Job Description & Person Specification

Job Family	People Care and Development (PCD)
Job Family Role Profile	PCD5
Job Working Circumstances	70 JWC points
Final Grade	Grade 7

Responsible to

Headteacher / Designated member of the Senior Leadership Team

Working Pattern

31.15 hours per week, term time plus one week

Purpose of the Post

To plan and deliver safe, effective and appropriately differentiated swimming instruction to pupils with severe and complex learning difficulties and other high-level additional needs.

The postholder will use specialist swimming-teaching knowledge and an understanding of individual pupils' physical, sensory, communication, cognitive, medical and emotional needs to provide appropriate swimming opportunities and support pupils to develop their water confidence, swimming skills, water safety awareness, physical development and independence.

The postholder will work as part of the wider school team and in partnership with class teachers and other professionals. The class teacher retains overall responsibility for the pupils in their care; the Swim Teacher has specific responsibility for the planning, preparation and delivery of swimming teaching within the agreed school swimming programme.

Key Responsibilities

Swimming Teaching and Learning

- Plan and deliver structured swimming lessons appropriate to pupils' individual abilities, needs and learning outcomes.
- Provide differentiated swimming instruction for pupils with severe and complex learning difficulties and associated physical, sensory, communication, medical and behavioural needs.
- Adapt teaching methods, activities, communication and resources to enable pupils to participate successfully in swimming.



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- Assess pupils' swimming abilities and identify appropriate learning objectives and progression.
- Monitor and record pupils' progress in swimming and contribute relevant information to the assessment and review process.
- Use appropriate teaching strategies to develop:
 - water confidence;
 - water safety awareness;
 - swimming skills;
 - movement and physical development;
 - independence;
 - communication and interaction;
 - confidence and wellbeing
- Encourage pupils to achieve their individual potential and celebrate progress, however small.
- Recognise when a pupil requires an alternative teaching approach and adapt the session accordingly.
- Liaise with class teachers regarding pupils' swimming progress, needs and any issues arising from swimming sessions.
- Contribute to the development and review of the school's swimming provision.

Specialist Support for Pupils with Additional Needs

- Develop an appropriate understanding of the individual needs of pupils attending swimming sessions.
- Apply knowledge of SEND to the delivery of swimming instruction.
- Adapt activities for pupils with physical, sensory, communication, cognitive, medical and emotional needs.
- Use appropriate communication methods, including visual, verbal, physical and other personalised communication approaches.
- Work sensitively with pupils who may experience anxiety, sensory difficulties, communication barriers or distress associated with the swimming environment.
- Support pupils to develop increasing independence and confidence in the water.
- Recognise changes in pupils' presentation, behaviour or physical condition and report concerns appropriately to relevant school staff.

Safeguarding and Pupil Welfare

- Maintain a high level of awareness of safeguarding requirements and contribute to the school's safeguarding procedures.
- Ensure that pupils' dignity, privacy, welfare and individual needs are respected at all times.
- Follow school procedures relating to safeguarding, health and safety, medical needs and individual risk assessments.
- Report safeguarding, welfare, health or behavioural concerns promptly to the appropriate member of staff.



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- Maintain appropriate professional boundaries when working with pupils in changing, poolside and swimming environments.

Health and Safety

- Take responsibility for maintaining safe practice during swimming instruction within the limits of the postholder's role.
- Follow the school's swimming-pool risk assessments, emergency procedures and health and safety arrangements.
- Identify and report hazards associated with the swimming environment.
- Ensure equipment is used safely and appropriately.
- Follow agreed procedures for responding to accidents, incidents and emergencies.
- Maintain appropriate awareness of individual pupils' medical, physical and behavioural risks.
- Work in accordance with relevant swimming, pool safety and safeguarding guidance.
- Undertake appropriate emergency, water-safety and first-aid training as required by the school.

Teamwork and Communication

- Work collaboratively with class teachers, teaching assistants, senior leaders and other professionals involved in pupils' education and care.
- Communicate effectively with class teachers before, during and after swimming sessions where information regarding pupils' needs or progress is relevant.
- Contribute specialist swimming knowledge to discussions concerning pupils' development and participation.
- Maintain appropriate records and provide information required by the school.
- Contribute positively to the wider life and ethos of Mayfield School.

Professional Development

- Maintain and develop professional knowledge and skills relating to swimming instruction and SEND.
- Undertake relevant continuing professional development identified through the school's performance management and professional development processes.
- Maintain any qualification required to deliver swimming instruction.
- Keep up to date with appropriate developments in swimming teaching, water safety, safeguarding and specialist education.

Responsibilities and Scope

The postholder is expected to exercise initiative and professional judgement within established school policies, procedures and agreed programmes.

The postholder will have specific responsibility for the effective delivery of swimming instruction but will not have overall responsibility for the general supervision, pastoral care or educational management of the pupils, which remains with the class teacher and appropriate school staff.

The postholder is expected to:



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- work independently when planning and delivering swimming activities;
- determine appropriate teaching strategies within agreed programmes;
- adapt activities to individual pupils' needs;
- recognise and respond appropriately to difficulties or changing circumstances;
- seek advice from teaching and specialist staff where required;
- contribute specialist information to pupil assessment and review.

Working Relationships

The postholder will work closely with:

- Headteacher and Senior Leadership Team;
- class teachers;
- teaching assistants;
- SEND and pastoral staff;
- relevant health professionals;
- parents/carers where appropriate and authorised;
- external swimming/water-safety professionals where appropriate.

General Duties

The postholder is expected to:

- comply with all Mayfield School policies and procedures;
- comply with safeguarding and child protection requirements;
- maintain confidentiality;
- comply with health and safety requirements;
- participate in relevant training;
- contribute to the school's improvement priorities;
- undertake other reasonable duties appropriate to the level and nature of the post.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed periodically in consultation with the postholder and may be amended to reflect the changing requirements of the school.

The post requires specialist knowledge and skills to deliver swimming instruction to pupils with severe and complex learning difficulties. The postholder has specific responsibility for planning, adapting and delivering swimming teaching, assessing pupil progress and maintaining safe practice within an aquatic environment. The postholder works within an established school structure and class teachers retain overall responsibility for pupils. However, the Swim Teacher exercises specialist knowledge and professional judgement in relation to swimming instruction and the adaptation of activities to meet individual pupil needs. The 70 JWC allocation reflects the physical, environmental and emotional demands associated with delivering specialist swimming instruction to pupils with high and complex needs in an aquatic environment.



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Person Specification for the role of Swim Teacher

Essential
Qualifications and Knowledge • Recognised swimming teaching qualification appropriate to the duties of the post. • Knowledge of safe swimming teaching practice and water safety. • Knowledge and understanding of safeguarding children. • Understanding of the needs of pupils with SEND. • Understanding of how swimming activities can be adapted to meet individual needs. • Knowledge of relevant health and safety procedures.
Experience • Experience of teaching or instructing swimming. • Experience of working with children or young people. • Experience of adapting activities to meet different abilities and needs. • Experience of working as part of a multidisciplinary/team environment.
Skills • Ability to plan and deliver structured swimming sessions. • Ability to differentiate teaching according to individual pupil needs. • Ability to assess and monitor pupil progress. • Ability to communicate effectively with pupils with different communication needs. • Ability to establish positive and professional relationships with pupils. • Ability to work effectively with teachers and other school staff. • Ability to recognise and respond appropriately to risks and emergencies. • Ability to exercise initiative and professional judgement.
Personal Qualities • Patient, calm and empathetic approach. • Commitment to improving outcomes for pupils with SEND. • Commitment to safeguarding and pupil welfare. • Reliable and organised. • Flexible and adaptable. • Positive attitude to professional development. • Ability to remain calm and effective in challenging circumstances.
Desirable
• Experience of working in a special school or specialist provision. • Experience of teaching pupils with severe or complex learning difficulties. • Experience of teaching pupils with physical disabilities. • Experience of working with pupils with sensory or communication needs. • Additional qualification in SEND, physical activity, aquatic therapy or related area. • First aid qualification. • Experience of working with individual swimming programmes or assessment frameworks. • Knowledge of relevant swimming teaching frameworks.



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SAFEGUARDING

Mayfield School is committed to safeguarding and promoting the welfare of children and young people. All staff are expected to share this commitment.

The successful applicant will be subject to an enhanced DBS check and appropriate pre-employment checks, including references, identity and health checks as appropriate.