



Job Description

POSITION	Non-Residential Gap Student
REPORTS TO	Deputy Head, Operations / Designated Safeguarding Lead for pastoral and welfare matters that arise in boarding.
LINE MANAGES	N/A

Purpose of the job:

To provide support to the teaching teams across a range of subjects inclusive of a significant commitment to the games and physical education programme, enabling pupils across all age ranges to flourish. To play a full and active role in the Boarding House, supporting the Boarding staff with all activities and pupil supervision requirements.

Key Responsibilities and Accountabilities:

- Inspire the children you work with to be the best version of themselves, acting as a role model in school
- Lead small group sports sessions in games lessons, developing pupil skill level in a range of sports
- Attend sports fixtures and help in the organisation of pupils and equipment. These fixtures usually take part during the working week of Monday to Friday although there are some weekend commitments – including boarding Friday evenings and Saturday mornings
- Provide small group support in a range of subjects, developing pupils' literacy and numeracy skills
- Provide support to ensure the smooth running of the school day including break and lunch time duties and dismissal procedures
- Assist with the smooth running of school events such as Speech day, sports days and residential
- To assist pupils and parents where required and to seek support from line management to help you with this where necessary
- To assist the Boarding staff in the smooth running of the boarding house, offering activities for the pupils and supervising boarders

SAFEGUARDING

At Beachborough, safeguarding and promoting the welfare of children is **everyone's** responsibility. **Everyone** who comes into contact with children and their families and carers has a role to play in safeguarding children. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred, this means that they should consider, at all times, what is in the **best interests** of the child.

The post holders **must** adhere to and ensure compliance with the school's Safeguarding and 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 the DSL.

Person Profile:

In the role you must be able to demonstrate:

- A high degree of initiative, actively seeking solutions to any complex challenges that arise in the school day

- The flexibility to support a high performing staff team, understanding the need to take on alternative roles as and when required
- To display a cheerful and professional demeanour throughout the school, seeking support from line management where required

This job description reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

General notes:

Beachborough is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo all necessary pre-employment checks. Full details are given on the application form, and the successful applicant will be subject to an enhanced DBS check.

- Start Date: September 2025
- Monday to Friday – term time only
- 45 hours per week, including early and late duties on a rota basis:
 - Boarding Support 5:45pm-9pm Monday to Thursday
 - 8am boarding duty Monday to Thursday
 - 7 Friday night / Saturday morning duties per year

Reviewed: Jan 2026