

Applicant Information Pack



GIGGLESWICK
SCHOOL

**SPORTS GRADUATE COACH
& RESIDENTIAL BOARDING TUTOR**

Start Date: 1 September 2025

Welcome from the Head



Dear Candidate,

I am delighted that you are interested in career opportunities at our School and hope that the following information will assist you in your decision of whether to apply for this role.

Giggleswick is a grounded, friendly and inclusive school, where the learning does not stop at the classroom door. We believe strongly in the benefits of a broad curriculum and enrichment through the co-curriculum, which includes over 80 clubs, clinics and societies happening every week, available to our pupils who come from varied backgrounds and different countries.

At Giggleswick we equip young people with the skills and confidence they need to embrace the world beyond school and lead happy, fulfilling lives. Our approach to education combines excellent academic achievement, ambition and strong self-belief, creating well-rounded individuals with a lifelong desire to learn.

We aim to provide an ambitious education for our pupils, so we employ passionate and energetic teachers who inspire our young people with a love for their subject. Our non-teaching staff occupy a range of valued positions, ensuring our School continues to function and perform outstandingly well. We also went through a very successful ISI Inspection in 2023, in which we were rated 'Excellent'.

Both staff and pupils feel privileged to work in this beautiful location, within an idyllic natural countryside setting in the Yorkshire Dales, giving life at Giggleswick a real sense of adventure, discovery and well-being. Outdoor pursuits abound and creative minds flourish in our stunning natural environment. Despite our rural location, we are in easy reach of the cities of Leeds and Manchester, both by road and rail.

I am looking for members of staff who excel in everything they do. They must be hard-working, with a strong sense of moral purpose, and ready to embrace employment within our busy and successful boarding and day school.

I believe Giggleswick School is a fabulous community to work and indeed to live within. Staff and their families can take advantage of our beautiful grounds and facilities, including the well-equipped modern gym and swimming pool. Staff also benefit from free lunches in the Dining Hall during term time.

I hope that this gives you a taste of what Giggleswick School is, however, I would be more than pleased to speak to you if you wish to discuss this opportunity further.

Sam Hart
Headmaster





The Role

Summary

The successful applicant will ideally be a graduate looking to broaden their experience of working with young people in a residential educational environment. They will require a genuine understanding of children and have a keen interest in promoting their development and wellbeing. They will also require sound judgement, excellent communication skills, plenty of stamina and a good sense of humour!

You will first and foremost, be an enthusiastic, energetic sportsperson with a focus on netball and hockey. We would look for a second sport, for example, Cricket, Tennis, Swimming, Strength and Conditioning. Coaching qualifications would be advantageous.

The ability to work as part of a team is vital, as the Sports Graduate will work closely with the Director of Sport as well as all other staff.

"Giggleswick has always had a great deal to offer with its extremely broad curriculum, dedicated staff and superb facilities all in a magnificent setting. This is definitely a school to watch."

GOOD SCHOOLS GUIDE
2023

The Department

The main aim of Giggleswick School is to ensure that sport is enjoyable, whether played at elite or recreational level. All round participation and promotion of excellence helps to engender a culture of integrity, respect and teamwork in our pupils.

The major team sports are rugby, cricket, hockey, netball, cross country and tennis; however, the School also offers facilities and expertise in a range of other sports from swimming, climbing and mountain biking to basketball, athletics and golf. Giggleswick's stunning location in the Yorkshire Dales, first class facilities and the qualified and committed coaching staff provide an environment where ability can be nurtured and potential fulfilled.

Giggleswick runs an Elite Sports Programme which covers a range of sports. Here, talented athletes are mentored in a range of areas to ensure they excel in their chosen sport. This encompasses our values in the learner profile and looks at setting the right programmes to balance within their academic commitments.

The school has been highly successful in recent years in a range of sports and often reaches the North/North East finals in boys' and girls' hockey, combined with winning major Sevens tournaments in the North. Our cross-country runners perform on the national stage and have represented England in recent years.



The Role

Main duties and responsibilities

Main duties

Preferred sporting interest areas: Hockey & Netball

Delivering specialist coaching in both the Prep and Senior Schools alongside supporting practical core PE lessons.

- Opportunity to assist with the teaching of PE lessons and GCSE and BTEC practical lessons.
- Coaching and supervising games sessions across all age groups.
- Administrative duties such as confirming fixtures and making catering and transport arrangements; publicising team sheets and collecting games registers.
- Supervising regular evening sessions in the fitness centre or swimming pool.
- Organising and participating in the extensive extra-curricular activity programme, especially for boarders.
- Ensuring appropriate standards of behaviour, dress and attitude of the pupils in their care at all times.
- In addition, the school would hope to provide you with opportunities to observe teaching, participate in team teaching and be involved with other educational activities to broaden your experience.

Pastoral Duties

- All resident staff are attached to a boarding house and undertake one evening duty each week with some weekend duties.
- Resident staff share other duties with Senior House Staff, such as wake-ups, registration etc.
- Staff are expected to support all aspects of the boarding life of the school. This can include making a contribution to the weekend activity programme for boarders on Saturday evenings or Sundays.
- Staff are assigned to a duty team which supervises school duties such as meals and weekend duties (e.g. detention) approximately every six weeks.

- Once a year, staff take part in an Exeat duty team to provide cover for the boarders who remain at School.
- All staff are expected to follow the Staff Code of Conduct and to follow the guidance laid out in all our School policies.

Other

- The School has a regular pattern of assemblies and Chapel services which staff are expected to attend. Staff support students at major School functions such as drama productions, Spring Concert and Sports Day.
- Be fully knowledgeable of the Health and Safety regulations in the area of responsibility.
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not have been identified. Employees will be expected to comply with any reasonable request from the Head to undertake work of a similar level that is not specified in this job description.
- This job description may be amended at any time to include other tasks following discussion between the Director or Sports and the Sports Graduate subject to training where and if necessary.

Health & Safety

You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with, and adhere to Giggleswick School's Health and Safety Policy.

School Values

Ensure your work, communication and approach conform to the brand values and style of the school. You will need to be aware and comply with the Giggleswick school rules, policies and procedures at all times.

Commercial Opportunity

There will be the opportunity to work extra paid hours in the Giggleswick School Holiday Camps and associated sporting clubs attached to the school.

The Role

Terms of Appointment

We offer a competitive and desirable package that includes:

- An attractive salary (point A2.5), dependent upon the skills and experience of the candidate. Plus resident tutor allowance.
- Eligibility to join the TPT non-teaching pension scheme.
- Resident role with free accommodation included.
- High quality working environment
- Where relevant, a generous fee remission to Senior & Giggleswick Prep School aged children of the successful candidate (excludes Pre-school)
- Lunches provided free of charge during term time
- Free access to on-site facilities, including gym, sports courts and swimming pool

Hours of work:

40 hours per week with 35 core hours plus 5 floating hours. Term Time, FTE: 0.76

Probation period:

The first six months of employment will be probationary. The probationary period may be extended at the School's discretion.



"A holistic school with the pupil firmly placed at the centre of everything it does, Giggleswick gets its results through an adherence to strong values. The 'throw yourself in' attitude helps children find their passions and grow in confidence, with exemplary pastoral care making that journey safe and supported."

The Person

Qualifications, Skills and Experience

The successful candidate should:

- Have a graduate degree, a coaching qualification is desirable.
- Be responsible for coaching and umpiring teams, inspiring them to achieve the highest standards.
- Have the ability and desire to interact with young people and to make a significant contribution to a variety of teaching and extra-curricular activities.
- Be able to enthuse and motivate pupils to perform to the best of their ability.

Personal qualities

- Commitment to and be flexible with the demands of the role.
- Demonstrates fairness and consistency in all dealings with pupils.
- Able to demonstrate the positive values, attitudes and behaviour we expect from our pupils.
- Reliability and integrity.
- Willingness to contribute to the co-curricular life of the school.
- A commitment to personal professional development and taking responsibility for it.
- A positive motivation to work with children and young people with emotional resilience.

Safeguarding

Evidence of a commitment to promoting the health, welfare and safeguarding of children.



The School

Overview

Giggleswick School is a leading independent co-educational day and boarding school in the north of England for children aged 2 to 18, rated 'Excellent' by ISI in 2023. It is exceptionally good at discovering and nurturing individuals' strengths; it is a friendly, supportive community with excellent pastoral care; it provides a breadth of educational opportunities, subjects, and co-curricular activities; and pupils achieve strong academic performance. All of this is delivered by dedicated, high quality teachers and support staff.

What makes Giggleswick distinctive is participation. The school community delights in seeing growth through the experience of trying something new and being surprised at what one can do.

Giggleswick's emphasis on wide participation has two other benefits: students not only do the things they excel at, but also learn how to seek and offer support within and between year groups. Participation is also true of the staff in School – they are widely involved in the interests and activities of the pupils, collaborating with them for mutual benefit and enjoyment. The School believes that both factors create the warm respect that exists between pupils up and down the School, and between all staff and pupils.



History

Giggleswick's fascinating five centuries of history started in 1512 when Henry VIII was on the throne. Since his son Edward VI granted the school a royal charter in 1553 it has enjoyed four campus rebuilds, close links with prestigious academia and the Church, and alumni have contributed to all walks of life. Giggleswick's half-millennium of tradition and evolution has earned it a well respected place at the heart and head of its community and the educational landscape of the country.

Over the years, Giggleswick expanded its age range, opened to girls and the curriculum broadened. The landmark School Chapel was built to commemorate Queen Victoria's diamond jubilee and enviable facilities were added, including one of the first heated indoor swimming pools in the country.

The School

Location and Facilities

Giggleswick is perfectly located on the edge of the Yorkshire Dales National Park, home to some of Yorkshire's most iconic scenery and attractions. Manchester, Leeds and York are all just an hour away, with the popular towns of Ilkley, Skipton, Kirkby Lonsdale, Clitheroe and Kendal all within the school's day and flexi boarding catchment area.

With spectacular limestone valleys, picture postcard villages and historic castles, it is a place that stirs the emotions and stimulates the senses. The School's idyllic setting gives life at Giggleswick a real sense of adventure and discovery, where children have the space and freedom to grow as individuals and develop a lifelong love of learning.

The campus and facilities provide an impressive modern learning environment with the Pre-school, Prep and Senior School sharing the 215 acre site. The Richard Whiteley Theatre hosts a full programme of live productions, music and dance, as well as being used for drama lessons and CASE (Creative, Active, Service and Enrichment) activities. Other on-site facilities include the Chapel, The Glover Art Studio, an observatory, a swimming pool and a mountain bike trail. There is also a state-of-the-art multi-activity sports hall and fitness centre, tennis and squash courts, astro-turf for hockey, cricket, rugby and football pitches and a golf course.



Ethos and Values

There is a real sense of community throughout the campus with a happy, relaxed and purposeful atmosphere where pupils are polite and welcoming. The School promotes a real 'can do' philosophy through encouragement and support for pupils to have a go at a range of activities – and the pupils thrive on it. Day pupils are also fully integrated into the life and ethos of the school.

"Pupils attribute the calm atmosphere here to being immersed in the rugged Yorkshire Dales, but it could also be something to do with the small class sizes. This is an unpretentious, roll-up-your-sleeves type of place."

How to apply

For further information and an application pack, please visit our website www.giggleswick.org.uk or contact:

Mrs Joann Cole, Head of HR on 01729 893016, or by email hr@giggleswick.org.uk.

If you would like to apply for this post, please complete and send the following information to

hr@giggleswick.org.uk

- A completed application form (no CVs please).
- A covering letter addressed to the Headmaster, Mr Sam Hart, of not more than two pages summarising your ability related to the information outlined in the role.

**Closing date:
Wednesday 16 April 2025**

**Interview date:
Week commencing Monday 28 April 2025**

**Start date:
1 September 2025**

We reserve the right to close this vacancy early if we receive a high volume of suitable applications.

Equal Opportunities Employer

Giggleswick School is committed to eliminating discrimination and encouraging diversity amongst our employees. We aim to provide quality and fairness for all job applicants and employees and not to discriminate, or to receive less favourable treatment, on grounds of age, disability, race, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Employment decisions will be made on the basis of each applicant's job qualifications, skills, experience, and abilities. Applicants or employees with questions or concerns relating to discrimination for any of the reasons listed above should contact, Human Resources, hr@giggleswick.org.uk.

Child Protection and Safeguarding Policy

Giggleswick School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment by complying with the School's Child Protection Policy and Staff Code of Conduct at all times.

If in the course of carrying out your duties you become aware of any actual or potential risk to the safety or welfare of children in the school, they must report any concerns to the school's designated safeguarding lead, or to the Headmaster.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and The Disclosure and Barring Service.

All school policies can be found on our website, www.giggleswick.org.uk



How to find us

Giggleswick School is perfectly located between the Yorkshire Dales National Park and the Lake District, with the cities of Leeds, Manchester and York just over an hour away.



SCHOOL

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Giggleswick is a registered charity no 1109826