

JOB DESCRIPTION AND PERSON SPECIFICATION

Job title	Lifeguard
Hours of work	
Safer recruiting	Rookwood is committed to safeguarding and promoting the welfare of children and references, DBS checks and evidence of the right to work in the UK are essential
Reporting to	Bursar
Main responsibilities and duties	<p>Principle accountabilities</p> <ul style="list-style-type: none"> • Carry out lifeguarding duties for the duration of swimming sessions • Be responsible for the safety of the swimmers and spectators whilst the swimming pool is open • Assist with the setting up of the pool, change around and putting away of pool equipment • Liaise with parents where necessary • Share ideas and thoughts on improving the pool with the rest of the team • Have knowledge of child protection, Normal Operating Procedures and the Emergency Action plan. • <p>General skills / person specification</p> <ul style="list-style-type: none"> • Must hold the National Pool Lifeguard Qualification (NPLQ) or other recognized lifeguarding qualification such as NRASTC. Ideally to a depth of 3.5m • Ideally hold a recognised first aid qualification • Customer service orientated • Possess excellent communication skills with the ability to give clear, precise instructions • Strong organisational skills and attention to detail • Adaptable and with strong interpersonal skills • Work effectively with other professionals in a team environment <p>Health and Safety It is a duty of employees:</p> <ul style="list-style-type: none"> • To review and adhere to the swimming pool Normal Operating Procedures and the Emergency Action Plan. • Deal immediately with any accident or incident that requires attention, including administering first aid and completing accident report forms. • To be responsible for the health & safety of the pupils, staff, volunteers and the general public using the pool during the course of a swimming session. • To be responsible for the care and maintenance of the swimming lesson equipment. • To be aware of and implement policies concerning health and safety at work. • To be responsible for maintaining health and safety requirements in the swimming pool area. • To be familiar with, and conform to, the School's Health and Safety Policy and procedures. • To take reasonable care of themselves and other persons who may be affected by their acts or omissions at work.

	<ul style="list-style-type: none"> • To co-operate with employers in order to ensure that employers' duties can be performed and complied with. • To report all accidents and damage immediately. • To report all observed hazards or dangerous occurrences immediately. <p>This Job Description and areas of responsibility may be developed to reflect the strengths of the post holder, their areas for development and aspirations. Whilst every effort has been made to explain the main duties and responsibilities of the role, each individual task may not be identified. The post holder may be asked to undertake other duties from time to time as required and commensurate with the position as deemed necessary.</p>
Person Specification	<p>Qualities, Knowledge, Skills & Attributes</p> <p>Essential:</p> <ul style="list-style-type: none"> • Good standard of English and Maths <p>Desirable:</p> <ul style="list-style-type: none"> • First aid qualification <p>Qualifications and Experience</p> <ul style="list-style-type: none"> • Understand the challenges associated with inclusion within an urban environment • Working as part of a team • Anticipate problems, develop creative solutions • Listen to and reflect on feedback from others • High level of verbal and non-verbal communication skills • Strong level of ICT skills • Excellent presentation skills • Excellent personal presentation • Able to build and maintain positive relationships with individuals • Prioritise, plan and organise self • An interest in educational issues • A commitment to inclusion • Positive attitude • Genuine concern for the welfare of others • Initiative and self-motivator • Calm disposition • Approachable with a good sense of humour • Willing to accept the demands and challenges of the post and respond in a flexible manner • Committed to safeguarding and promoting the welfare of students and Rookwood School <p><i>The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The post holder will be subject to enhanced Disclosure and Barring Service (DBS) checks prior to commencing employment.</i></p>