



POCKLINGTON SCHOOL

Ages 0 to 18



Applicant Pack
Graduate Sports Assistant
October 2025





School Information

Pocklington School was founded by John Dolman in 1514 as part of a guild whose aims encompassed support for the poor and sick or the parish as well as the foundation of a school “for bringing up the youth in virtue and learning”

The foundation was thus based on a commitment to the value of education and to the creation of opportunity for those who would take their place in a society which was finding itself increasingly in need of an expansion of education. Today there is, in the school, a similar commitment to quality of education and the upholding of high standards in all facets of life.

We value our Christian foundation: of course pupils and staff comprise individuals of different faiths and beliefs but there is a desire to aspire to Christian values.

The majority of students are day pupils but there are also boarding pupils across 2 boarding houses accommodating senior and junior boys and girls. The Senior School and the Prep School work closely together, with the facilities across the site available for all ages. The school is fortunate in having good playing fields and plenty of open space and gardens. There are excellent facilities, including a fine theatre, a sixth form centre, a superb library, an Art and Design Centre, a swimming pool and other sports facilities.

We have recently expanded our provision to include a brand new state of the art nursery accommodating babies up to 4 years.

Set in extensive grounds on the edge of Pocklington, 12 miles east of York, we offer a unique working environment based within a historic market town, but close to major cities and heritage coastlines. The East Riding of Yorkshire is a wonderful place to work and live, with one of the local villages, Bishop Wilton having recently featured at number 5 on the Sunday Times' best secret villages to live in list.

Staff are supported by approachable and knowledgeable colleagues. You will be encouraged to undertake development opportunities and will find a friendly and welcoming working environment. We offer a community and family feel, not just a workplace.

Strategic Education Vision 2020-2026



The Pocklington Values of Courage, Truth and Trust, along with the nine Virtues which underpin them, are embedded in every aspect of Pocklington School life to sustain, inspire and galvanise the whole School community

ETHOS AND VALUES

A Pocklington Education is:

Academically challenging, supportive and individually personalised

Holistic, broad and full of opportunity

Family and community focussed

Grounded in our Values and Virtues

One that embeds personal and social responsibility

Designed to ensure pupils are adaptable and future-world ready

Inclusive and caring with a Christian ethos that welcomes all faiths and none

AIMS

We aim to:

Uphold our Pocklington Values and Virtues in all that we do

Broaden our pupils' horizons and raise their ambitions

Work closely with families in educating their children

Nurture innovation and adaptability and be proud of our tradition

Be a great place to live and work

Ensure our Foundation's long-term future

STRATEGIC OBJECTIVES

Our strategic objectives are to:

Foster and deliver teaching and learning of the highest quality

Retain and develop our first-class teaching and support staff

Further improve our outstanding

- sport, music, drama and wider co-curricular program
- boarding, pastoral care and provision for wellbeing

Optimise our pupil recruitment

Cultivate a culture of giving back and increase accessibility to the school

Be sustainable and efficient

Inspire, support and celebrate equity, diversity and inclusion

Extend and deepen our links with our local, national and international community

Continue to grow a technologically capable community



Aspiration Resilience Integrity Enquiry Creativity Reflection Collaboration Compassion Commitment

Employee Benefits

The following are on offer as part of your employment with the Foundation. For further information on anything detailed here, please speak to the Human Resources Team.

Foundation Benefits:

Generous Pension Scheme – We offer competitive employer contribution rates for all staff

Death in Service Benefit – 3 times salary or last 12 months salary for casual workers

Discounted School Tuition Fees for permanent staff - with the option to spread payments over 12 months

Discounted Gym Membership - Francis Scaife Leisure Centre (Pocklington)

Employee Assistance Programme – offering a health, wellbeing and counselling service for staff and their families

Smart Health – Unlimited access to 24/7 online GP as well as a range of other health & wellbeing experts. Available to you and your immediate family.

On-site Gym and Swimming Pool

Free Lunch in term time

Free Staff Room Refreshments – in term time

Enhanced Maternity and Adoption Pay - see the policies on the Extranet under Bursarial, HR & Payroll, Policies

Enhanced Sick Pay Arrangements – detailed within the Absences from Work Policy, also to be found on the Extranet

Annualised Pay where possible – allowing for easy home budgeting

Winter car lights & tyre testing – organised by the Transport Team each January

Internet and e-mail access at work (subject to appropriate use in accordance with the school policies)

Free parking

Free library services – including holiday book loans

HMRC:

Cycle to Work scheme - This scheme is offered on a salary sacrifice basis, allowing staff benefit from reduced tax and NI payments.



Job Information

Role Title: Graduate Sports Assistant

Overall Purpose: Play an active part in coaching our pupils a variety of sports in PE and games lessons and undertake boarding duties.

Responsible To: Director of Sport

Staff Responsible For: N/A

Salary: £18,103 dependent upon skills and experience



Job Advert

Vacancy - Graduate Sports Assistant

Required from January 2026

We have a fantastic opportunity for a Graduate Sports Assistant (with a preferred specialism in Hockey) to work with us for a 6 month residential placement (6th January to 3rd July 2026) which will include being part of our boarding community.

The successful candidate will work with our Physical Education and Games departments to inspire, enthuse and nurture our Prep and Senior School pupils to foster and deliver learning of the highest quality.

You will have recently graduated and be enthusiastic, well-organised and committed to enhancing sports participation throughout our community. You will work with competitive teams at all levels therefore previous high-level playing or coaching experience (preferably in Hockey, however Netball and Cricket are also desirable) would be advantageous, along with experience of strength and conditioning or similar sport science programmes.

As well as assisting with the delivery of high-quality PE and Games, you will also support team fixtures and contribute to our full co-curricular Sports programme. You will have the opportunity to develop skills and experience in sports coaching and pastoral responsibilities which will be of particular benefit to anyone interested in pursuing a teaching or coaching career.

The post is residential and provides the opportunity to gain valuable pastoral experience by becoming part of our boarding community. You will assist with evening and weekend boarding duties, partly offset by time off during the week. You are not normally expected to work during the school holidays, although there may be the opportunity to be involved in sports tours and special coaching days.

In return you will benefit from structured support and coaching from experienced members of our highly successful PE and Games departments as well as the wider support of our friendly, collaborative school community which is located twelve miles to the East of York. You will receive an annual salary of £18,103 as well as accommodation and meals during term time.

For an informal chat about the role please contact Mr David Byas, Director of Sport on 01759 321200 or mainoffice@pocklingtonschool.com

For more information and to apply via the MyNewTerm website please visit:

www.pocklingtonschool.com/work-with-us

T: 01759 322666 E: recruitment@pocklingtonschool.com

Closing date: 3rd November 2025

At Pocklington School we strive to inspire, support & celebrate equity, diversity & inclusion, indeed this is so fundamental that it is one of our core strategic objectives. As such we are committed to promoting equality and diversity within our workforce. As part of our recruitment process, we actively encourage applications from individuals of all backgrounds, experiences, and identities, including but not limited to race, ethnicity, gender, sexual orientation, disability and age. We recognise the value of diverse perspectives and believe that a diverse team enhances innovation, creativity and success. We strive to create an inclusive environment where all employees feel valued, respected and empowered to contribute their best.

Pocklington School Foundation is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced disclosure via the DBS.

Job Description

GRADUATE SPORTS ASSISTANT

Reporting To:

Director of Sport for Games with management links to the Head of PE for KS3; Head of Boarding for boarding duties; Prep School Assistant Head (Co-Curriculum) for Prep School duties.

Regulated by the Assistant Head (Staff Development and School Operations) of the Senior School.

Main Purpose:

Assist the Director of Sport in the delivery of his Departmental Plan for Sport at Pocklington School, helping to promote enjoyment and competence in sport by developing competitive teams in two or more of the following sports: Rugby, Hockey, Cricket, Netball, Tennis, Athletics. Assisting the Boarding Houseparents in the running of the Boarding House.

Child Protection

The post holder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, and will adhere to and ensure compliance with the Foundation's Child Protection Policy Statement 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 they must report any concerns to the school's Designated Safeguarding Lead or to the Head.

October 2025

POCKLINGTON SCHOOL FOUNDATION

You will play an active part in coaching our pupils as well as undertaking a range of responsibilities within the boarding houses thus developing pastoral skills. This will be valuable experience to contribute towards a career in teaching or coaching.

Main Duties - Sports

- Full involvement for all timetabled games lessons and selected PE lessons, including those of the Prep School
- Coaching and leading teams and running team practices throughout the year
- Refereeing, umpiring or supervising Rugby, Hockey, Cricket, Netball, Tennis or Athletics fixtures during the week and the main fixtures on Saturdays
- Involvement in the delivery of the school's Athletic Development Program
- Playing a significant role in the delivery of off-site programmes in the local community

Main Duties - Boarding

- Involvement with boarding duties which will include evenings and weekends
- To implement the school's boarding principles
- To implement the National Minimum Boarding Standards for welfare and pastoral care in the house
- To perform any other key tasks which the Houseparent / Deputy Houseparent may reasonably assign

General Duties

- Covering occasional classes and invigilation as required
- To encourage pupils to adopt a healthy lifestyle
- Work to uphold the school's virtues and values through the school's strategic education vision

The above main duties are not exhaustive and may vary without changing the character of the job or level of the responsibility.



Person specification – Graduate Sports Assistant

	Essential criteria	Desirable criteria	How measured
Experience	• Experience of playing at least 2 of the sports offered (ideally to include hockey) • Previous Coaching experience (ideally to include hockey)	• Experience of playing one of the school's major sports to at least Club level (ideally to include hockey)	Application Form, Interview
Education and Training	• Evidence of appropriate sports CPD	• Relevant coaching, refereeing or umpiring qualifications • First Aid Training • A good degree	Application Form
Skills and knowledge	• Evidence of being skilled in the sports being offered • Clear and effective communication skills • Good understanding of the Sports offered	• Evidence of good management, which incorporates detailed planning, successful implementation and effective monitoring and evaluation of strategies	Delivery of Coaching Session
Personal attributes	• Leadership qualities, including energy, resilience and the ability to enthuse and motivate others • An ability and willingness to make a significant contribution to the extra-curricular life of the school • An ability to relate well to colleagues and children. To be mindful of the need to behave appropriately and professionally at all times with pupils, peers and parents • Sympathy with the Christian values of the school and the nature of working in a boarding environment	• High levels of organisation and initiative • Approachability, accessibility and flexibility • A commitment to a career in schools or sports coaching	Interview

Child Protection: this post is subject to acceptable references and clearance from the Disclosure & Barring Service as part of the Foundation's commitment to providing a safe environment for our pupils.

Recruitment Timetable

Closing Date: 9am 3rd November 2025

Expected Interview Date: To be arranged

Expected Start Date: Tuesday 6th January 2026

Please apply online using the mynewterm applicant tracking system
<https://mynewterm.com>

This can be accessed through <https://www.pocklingtonschool.com/work-with-us> where you can find out more about working at the Pocklington School Foundation.

Please ensure you read the following policies in the “related documents” section

- application process and safer recruitment guidance
- recruitment of ex-offenders policy statement
- policy regarding disclosure information
- GDPR privacy notice relating to the Recruitment Process

These policies are also available to view on the key recruitment policies page of our website along with our safeguarding children policy
<https://www.pocklingtonschool.com/work-with-us>

We can also send these to you as a hard copy if requested.

For further information please contact Abby Popely, HR & Recruitment Advisor:
PopelyA@pocklingtonschool.com 01759 322666

Thank you for your interest in working with us and we look forward to receiving your application.

