



REED'S

S c h o o l

Candidate Information Graduate Sports Assistant

Reed's School

Sandy Lane | Cobham | Surrey | KT11 2ES

www.reeds.surrey.sch.uk

Registered Charity Number: 312008

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An Introduction to Reed's School

Reed's School is a leading HMC independent day and boarding school, providing an education for around 800 pupils. We accept boys between the ages of 11 and 18 years, with girls joining in the Sixth Form. Reed's is predominantly a day school with approximately 10% of pupils boarding, spread throughout the year groups.

Although primarily day, the School benefits from all the facilities of a boarding school which provide the welcoming community feel that embodies our ethos and character.

Reed's is well-known for its innovative approach to learning, outstanding Arts and Music provision, and national and world-class Sports teams.

Our staff are recognised for their inspirational and dynamic approach to learning. The vast majority of pupils go on to attend their first-choice universities, with Russell Group universities being the most popular destinations. The ISI awarded the School "excellent" in all categories during its most recent inspection.

Situated in over forty acres of countryside in Cobham, Surrey, Reed's benefits from excellent transport links by rail, road and air. The School is a ten-minute walk to Oxshott Station, with a forty-minute journey into Central London while the A3 is a four-minute drive away with excellent links to Gatwick and Heathrow airport and the M25.



The History of Reed's School

Reed's School was established in 1813 by the prominent philanthropist and social reformer Reverend Dr Andrew Reed as a school for orphaned children. His belief that philanthropy and education have the power to transform the lives of children remains central to the ethos of Reed's. Through our Foundation the School continues to offer bursaries to approximately 10% of the pupils who have lost the support of one or both parents, be in need of pastoral care and financial assistance.

Although much has changed since the School was founded, our values-driven approach to education has remained the same. Through our core values of Integrity, Compassion, Curiosity, Resilience, Responsibility and Independence we are able to create a dynamic, exciting, and friendly environment where our pupils and staff thrive.

Support Staff Benefits

Reed's School enjoys notable demand for places and is backed by strong financial planning that enables all departments to be very well resourced.

SALARY

- A competitive, bench-marked salary commensurate with experience will be offered for this role.

PROFESSIONAL DEVELOPMENT

- The School commits to support on-going training and professional development for all of its employees.
- In addition to this, the School offers INSET days delivering a range of further training such as highly-practical First Aid qualifications.
- There is an annual cycle of appraisal as well as myriad opportunities to reflect on professional practice and development opportunities.

PENSION SCHEME

- The School pays an employer's contribution to its selected Pension Scheme.

EMPLOYEE ASSISTANCE PROGRAMME

- Health Assured provides expert free and confidential support with personal and professional difficulties, 24/7.

MEALS & REFRESHMENTS

- Lunches and other refreshments are provided free of charge during the school day (breakfast and dinner available should staff work earlier or later than normal).

PARKING

- Free, onsite parking is available for all staff.

REED'S SCHOOL SPORTS CENTRE

- Free membership of the School's Sports Centre, with access to squash courts, gym, swimming pool and other sports facilities at agreed times.

COMMON ROOM

- All members of staff belong to the Common Room. There are opportunities to participate in a number of Common Room activities such as social events, sports teams etc.

CYCLE TO WORK SCHEME

- Employees can apply to the Cycle to Work Scheme, linked with Evans Cycles

HOLIDAY CAMPS DISCOUNTS

- Discounts are available to all permanent staff on some holiday camps and activities hosted at Reed's School.

Reed's School is strongly committed to inclusion and is an equal opportunities employer. We aim to create a welcoming, respectful and safe environment for all members of our community from every ethnicity, gender, sexual orientation, age, ability/disability, religion and background. We want our pupils to understand the importance of a diverse community by recruiting from the widest possible pool of talent, removing barriers that can prevent people from showing their full potential, and fostering a fully-inclusive environment.

To enable us to make any reasonable adjustments, please let us know when you submit your application whether you have any special requirements.



The Department

Sport represents a prominent force within Reed's School, engaging a large, enthusiastic, and active sporting community of both pupils and staff. The provision at Reed's is characterised by clear ambition and the pursuit of the highest possible standards in performance and participation.

Reed's has a national reputation for sport works with national sports bodies and professional clubs to develop our programme.

The Department comprises a well equipped Sports Centre which includes a gym, squash courts, swimming pool and climbing wall. Additional facilities are provided in an indoor tennis centre, a state-of-the-art indoor cricket centre, two astroturf pitches and numerous sports fields. All of this is accessible on our 40-acre campus which provides a fantastic platform for the development of sport within the school at all levels and throughout the year.

The School's major sports are Hockey, Rugby, Cricket and Netball. Our four Academies: Tennis, Golf, Ski Racing and Swimming allow individuals to perform at international level. Our additional sports programme allows participation in a wide range of sports. Badminton, Squash, Athletics, Football, Basketball and several others all have regular fixtures and specialist coaching.

The School was awarded the TES Sports School of the Year Award in 2020 for performance and participation in all areas.





The Role

The successful candidate will have demonstrated proven coaching ability in one of our major sports - Rugby, Hockey, Cricket or Netball.

Experience in our other optional sports is also beneficial.

They will have the ability to coach to a high level and be confident officiating.

The Sports Graduate Assistant will be willing to make a significant contribution to the extracurricular life of the school, including weekly Saturday matches and occasional Sunday events during term time.

This role will report into the Director of Sport.

Main Duties and Responsibilities

- Assist with the teaching of sport for all Reed's School students at both internal and external events.
- Assist with school sports fixtures and departmental administration, including lesson planning. This will include some Saturdays.
- Assist with the recording and reporting of the development, progress and attainment of pupils.
- Attend meetings relating to the reporting of the development, progress and attainment of pupils.
- Accompany and assist the department in the coordination of sports fixtures and trips.
- Provide support to the Director of Sport and work cooperatively within the Department Team.
- Be familiar with the aims and objectives of the Department and the School as outlined in the staff and departmental handbook.
- Attend suitable INSET as required under the guidance of the Director of Sport.
- Support the School's Strength and Conditioning programme.
- Market the school to prospective parents.
- Promote and safeguard the welfare of children and young persons with whom you come into contact.
- Carry out other reasonable duties as instructed by the Director of Sport and commensurate with the role.



Person Specification

QUALIFICATIONS

Essential

- Educated to A Level in a sports-related subject.

Desirable

- First Aid qualification.

KNOWLEDGE, SKILLS & EXPERIENCE

Essential

- Experience of working with young people in a coaching capacity.
- Ability to work co-operatively as part of a team.
- Proven ability to play at least two of the School's major sports.

Desirable

- Previous experience of working within a School or educational establishment.

PERSONAL COMPETENCIES AND QUALITIES

Essential

- Ability to build and maintain relationships.
- Ability to maintain confidentiality.
- Ability to work under pressure.



Application Process

If you would like to find out further information regarding the role, please contact the HR department by email at hr@reeds.surrey.sch.uk or by telephone on 01932 869044.

Applicants should apply online via the link in the Vacancies page on our website: www.reeds.surrey.sch.uk/4401/vacancies

Safeguarding & Child Protection

Reed's School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions & cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

ISI INSPECTION REPORT JANUARY 2025

In our latest ISI Inspection (Jan 2025) Reed's were judged to have met all required standards. We were also delighted that the inspectors acknowledged a 'significant strength' (a rare plaudit reserved for an aspect of a school that is unique on a national basis) for our use of feedback to raise academic standards.

"Effective leadership ensures that the school provides a nurturing, inclusive environment where pupils thrive academically, socially and personally."

"Pupils are supported by a rich curriculum, dedicated pastoral care and extensive extra-curricular opportunities."

"Pupils are motivated learners who are eager to succeed"

"Pupils enjoy positive relationships with their teachers and articulate thoughtfully their opinions and views."

"Teachers plan challenging and meaningful lessons which engage pupils and spark their curiosity."