



FRANCIS HOLLAND

SLOANE SQUARE

PLACEMENT YEAR TEACHING ASSISTANT – PE

JOB APPLICATION PACK

1 YEAR FIXED TERM | TERM TIME ONLY | SEPTEMBER 2026

RENUMERATION: Circa £27k pa FTE, Circa £23k pa actual



**39 Graham Terrace
LONDON
SW1W 8JF
Tel 020 7730 2971**



FRANCIS HOLLAND SLOANE SQUARE

General Information

Francis Holland Sloane Square is a highly sought-after, independent selective school for around 590 senior pupils aged 11 to 18 (HMC and GSA). The School is located on a spacious site in a beautiful residential part of Belgravia, close to the Saatchi Gallery and many cultural institutions such as the Victoria and Albert Museum, the Science and Natural History Museums, the Royal Academy and the Tate Galleries. The proximity to Imperial College offers us unparalleled access to lectures and support.

The School has enjoyed some significant building developments in recent years to accommodate a dramatically increasing roll and our vision for creative learning for the real world. Most recently, the Sixth Form (130+ pupils) has moved into a spacious and inspirational building called The Old School House, which forms a bridge with the local community and provides an exciting environment for young people to develop their entrepreneurial talents.

Francis Holland Sloane Square is overall a vibrant international community, and families from major cities abroad often seek places for their children here as a priority. Each member of staff is involved in the pastoral life of the School, normally as a Form Tutor, and the care of the children is renowned and exceptional. A team of counsellors provide constant support to the pupils and staff, reflecting our emphasis on supporting wellbeing.

A very wide range of co-curricular opportunities is also offered to the pupils, and all staff contribute to this vibrant and vital dimension of the School. Over sixty clubs and societies, outstanding music and drama opportunities and our renowned art department are complemented by an exceptional sporting reputation which benefits from the superb facilities of nearby Battersea Park. Overseas trips and annual expeditions for all pupils build resilience and independence. The School has a distinctive emphasis on creativity and innovation, and all pupils learn to use their 'time, talent and treasure' in the service of the local and wider community. Volunteering and fundraising are strong, and all students develop an understanding of social enterprise, with many setting up their own business ventures. The School has several energetic partnerships, including a link school in Tanzania.

Academic standards are consistently high throughout the School, placing it amongst the most successful schools in the UK. On leaving, after A Levels, students proceed to a wide range of prestigious higher education courses, sometimes after a gap year. The staffing ratio is generous, and the School has its own attractive salary scale.



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Role Overview

Francis Holland Sloane Square is seeking to appoint a highly motivated and proactive university student to work as a Placement Year Teaching Assistant in the PE Department. This is an exciting and varied role within the dynamic, warm, and forward-thinking environment of our school. This opportunity would suit someone who wants to work as part of a dedicated team and has a passion for sports and education.

We are looking for someone:

- To assist with PE lessons with respect to setting up for the lesson and coordinating the warm-up.
- To support PE staff with all lessons. This is essential for ensuring the safety of the children particularly when attending offsite lessons (including swimming).
- To be pro-active within the lesson, by listening to teaching points given by the staff member in charge and helping with correction for the pupils.
- To support pupils' learning in the context of fostering independence and encouraging good technical skills and in ensuring the behaviour is in line with the teachers' expectations.
- To have responsibility for closing down the lesson, ensuring that equipment is put away.
- To have shared responsibility for all the PE stores, checking them on a regular basis and ensuring that they are kept tidy and ready for the next user.
- To assist in administrative functions of the smooth running of the department, for example, photocopying, production of team sheets, maintaining display boards etc and other easily assigned tasks.
- To assist in the day-to-day maintenance of sporting equipment and first aid kits and inform the Director of Sport of any problems.
- During the sports sessions, be linked to a particular activity to assist with the running of and coaching of the activity. This may be linked to areas of expertise or strength which the successful applicant is able to offer.
- To be willing to support staff and teaching and learning in other curriculum areas, outside PE Games, as requested.
- To support the school's co-curriculum provision and become actively involved with it.
- To accompany various sporting events, tournaments and all fixtures, both during school hours and after school. Taking responsibility for the collection of equipment and first aid kit and helping to ensure the safety of the pupils.



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- To check the planner regularly and ensure your availability for after school fixtures and Saturdays (if requested) - informing the Director of Sport in advance of any fixtures/events you are unable to attend.
- To undertake supervisory duties in line with the responsibilities of a Placement Student.

Other Duties

Child protection, discipline, health and safety

- Promoting and safeguarding the welfare of children and young persons for whom you are responsible and with whom you come into contact.
- Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are on the School premises and when they are engaged in authorised school activities elsewhere.
- To adhere to health and safety standards, abiding by the rules of mobile use as stated in the mobile phone Prep School appendix of the Online Safety Policy.

Appraisal

- Participating in any arrangements that may be made for appraisal.

Further training and development

- Reviewing from time to time your methods and programme of work.
- Participating in arrangements for your professional development.
- Undertaking such training as may be reasonably required by the School.

Desirable Attributes

- Works effectively as part of a team.
- Willing to learn new skills and attend staff INSET training.
- Has high expectations of pupils' attainment, progress and behaviour.
- Has good organisational skills.
- Is proactive and has a growth mind-set.
- Has experience of working with young children.
- Has a good sense of humour.
- Is flexible and confident when presented with new challenges.



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School Expectations

Detailed below are the main professional requirements expected of all staff at Francis Holland:

- promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact;
- to act in accordance with the aims, policies and procedures of the School and department;
- to foster a disciplined and stimulating learning environment and to encourage enthusiasm for learning, and understanding of the subject;
- to be responsive to the needs of individual girls and to liaise with the Head of Learning Strategies and other staff with specific requirements when necessary;
- to monitor the progress of allocated groups and individual students; to assist in invigilating, setting and marking examinations, and in internal moderation;
- to be punctual and to meet deadlines;
- to attend staff and departmental meetings when in school, and to contribute as appropriate to administration and development; for example, to contribute to discussion and development of teaching and learning strategies;
- to keep up to date with subject and professional developments; to be willing to participate in relevant INSET; to participate in staff appraisal; to undertake continuing professional development;
- to take appropriate educational visits; to support/contribute to co-curricular activities as may be reasonable; to attend church services, certain special events and designated assemblies;
- to take pastoral responsibility as appropriate;
- to follow Health and Safety procedures;
- to share in the provision for cover for absent colleagues and other duties;
- to foster good relations within the school community;
- to carry out any other responsibilities which may be reasonably be required or delegated by the Head of Department and/or Head;
- FHS is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to DBS clearance.



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Application

The closing date for applications is **8:00am Monday 1st December 2025**. Interviews will take place **w/c December 8th 2025**. The school reserves the right to appoint at any stage. Please apply via the link below:

<https://mynewterm.com/jobs/101161/EDV-2025-FHSSS-38755>

Our benefits package includes:

- Wellbeing Scheme
- Cycle to Work Scheme
- Life Cover
- Free school lunch during term time
- Interest free travel and computer purchased loans
- A vast range of retail and entertainment discount
- Outstanding professional development opportunities

Further information about the benefits package is available from peopleteam@fhst.org.uk

All appointments at Francis Holland School are conditional upon clearance by the Disclosures and Barring Service (DBS testing).

Francis Holland Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo our safer recruitment checks and child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). This role is classed as regulated activity with children as it involves teaching, training or supervising children on a day-to-day basis and is exempt from the Rehabilitation of Offenders Act, 1974. Francis Holland Schools Trust champions diversity and inclusion in the workplace and strongly encourages applications from all sections of the community.