CANDIDATE INFORMATION PACK

Sessional Rowing Coach

LEH

LADY ELEANOR HOLLES



BOLD BEGINNINGS START HERE



A MESSAGE FROM THE HEAD

Thank you for your interest in LEH and in joining our team. At LEH, we combine ambition with joy to create something extraordinary. We want our pupils – and our staff – to reach for the highest goals in a happy and supportive environment.

With almost a thousand pupils from Year 3 to Year 13, our girls are some of the most academically able in the UK. We have a moral imperative to help them realise their potential and to provide an education that gives them the confidence to feel brave and undaunted about their future achievements and impact.

Our strategy, *Facing the Future Undaunted*, captures what we stand for: brave learning, imaginative thinking, and joyful discovery. We are one of the UK's leading independent girls' schools, and we are proud that our pupils consistently achieve some of the best results in the country – but what matters most is that they leave us feeling fulfilled, confident, compassionate, and ready to take on the world.

We are looking for colleagues who share our excitement, our high expectations, our ambition and our sense of fun. If that resonates with you, we would love to hear from you.

Best wishes

Rowena Cole
Head

LEH
LADY ELEANOR HOLLES

ABOUT LEH



LEH is one of the UK's leading independent schools, providing highly capable girls with a distinctive education that prepares them to take their place at the table, in the room and in the world, in their chosen sphere.

As a selective independent school for girls aged 7 to 18, we believe that academic ambition and personal happiness are not mutually exclusive. In our classrooms, corridors, and across our 24 acres of playing fields, you'll find a culture of relaxed excellence; a place where pupils are encouraged to think deeply, question boldly, and engage in spirited, respectful debate.

Here, challenge is not something to be feared but embraced – because it comes with the right support. Our teaching goes beyond the curriculum, nurturing curiosity, independence, and a love of learning that lasts a lifetime. We don't just teach girls what to think, but how to think – equipping them with the critical thinking skills and intellectual confidence to thrive at school and far beyond.

LEH was founded more than 300 years ago. Today, we are proud to be a school like no other with a rich history and a forward-focused vision.





OUR VISION

LEH provides girls with a distinctive education that prepares them to take their place at the table, in the room and in the world, in their chosen sphere.

OUR MISSION

LEH fosters a culture that supports every pupil to achieve excellence and success, both shared and individual, to be fulfilled, and to have significant impact in every way she chooses.

OUR VALUES

- We choose to succeed.
- We rise to challenges.
- We lift those around us.
- We inspire trust.
- We encourage personal agency.
- We embrace joy and laughter.





OUR STRATEGY

In an external environment as changeable and unpredictable as ours, knowing the strength, capability and character of our pupils, their ambitions for the future and the impact we know they will have in the years to come, is what fuels us with much-needed hope and optimism.

This is what sits at the core of LEH's strategy: Facing the Future Undaunted. It's a declaration of our aims and ambition for LEH and for every pupil, and it sets out our collective goals as a school community over the next few years. Shaped with the involvement of our pupils, parents, staff, alumnae and governors, our strategy embodies all that we stand for as a school for highly capable girls.

Our four core strategic objectives are what guide the work of everyone at LEH:

1. A Bold Voice for Girls' Education
We will push forward the boundaries of educational knowledge, informed by research that focuses on delivering the best possible education for girls.

2. Academic Excellence in Every Area
We will deliver consistent academic excellence and provide an outstanding educational experience for bright girls, offering stretch and challenge in a context of kindness and care.

3. A Culture of Success for All
We will enable a culture of success for all, where everyone is expected to deliver their best for themselves and for each other.

4. A One-School Approach
We will harness the strength of being one school, delivering an outstanding joined-up education.



WHY WORK AT LEH?

Working at LEH means being part of something extraordinary.

- **Exceptional Pupils:** Our girls are highly capable, curious, spirited, and full of potential. They are a joy to teach and inspire us daily with their enthusiasm, kindness, and determination.
- **Academic Excellence:** LEH consistently ranks among the top schools in the UK, with pupils achieving outstanding results and progressing to leading universities around the world.
- **Innovation and Ambition**: We don't stand still. Our teaching and learning is forward-looking, creative, and research informed. You'll have the freedom to innovate – and the support to make it a success.
- **A Community that Celebrates Joy and Laughter:** LEH is alive with energy. Whether it's on the sports field, in the theatre, the music studio, or in the lab, our pupils throw themselves into school life with passion and fun and we're proud that they perform at the highest levels.
- **Professional Growth:** We invest in our people. From leadership opportunities to excellent professional development, we want you to thrive here just as much as our pupils do.
- **Exceptional Facilities:** From state-of-the-art science labs to a professional theatre and outstanding sports complex, you'll have the tools and spaces to bring learning to life, all set in 24 acres of green fields. We also have parking and bike racks on site for all staff.
- **Reward and Recognition:** Competitive salary and benefits, complimentary tickets to outstanding drama and music productions, free lunch, and access to our superb facilities are just the start.

LEH is a place where careers are enriched, where talent is celebrated, and where joy is part of every day.

SAFEGUARDING STATEMENT



All staff working at LEH will have some contact with children and will therefore be in regulated activity. Staff with teaching duties will be responsible for the pupils that they teach and may also have additional specific pastoral or other responsibilities for other pupils they do not teach. In addition, all staff will regularly interact with pupils who may seek assistance or otherwise interact with them whilst moving around LEH.

In all cases, the post holder's responsibility for promoting and safeguarding the welfare of the pupils is to adhere to and ensure compliance with LEH's safeguarding policies and procedures at all times. The post is exempt from the Rehabilitation of Offenders Act 1974 and LEH is therefore permitted to ask job applicants to declare all convictions and 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.

LEH is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service (DBS).

OUR COMMITMENT TO INCLUSIVITY AND EQUAL OPPORTUNITIES

At LEH, we believe in the power of education to transform lives and the importance of diversity to enrich these transformations. We are committed to creating and maintaining a welcoming and inclusive environment for all that celebrates the unique identities, abilities, and aspirations of each member of our school community.

ABOUT THE SENIOR SCHOOL



At LEH, we believe that academic ambition and personal happiness go hand in hand. Our selective Senior School welcomes highly academic pupils from Year 7 to Year 13, achieving some of the highest public examination results in the country. But our focus extends beyond academics, with a strong emphasis on balance, joy and personal fulfilment.

In our classrooms, corridors, and across the playing fields, you'll find a culture of relaxed excellence – a place where students and staff are encouraged to think deeply, question boldly, and engage in spirited, respectful debate. Challenge is embraced, supported by a community that values curiosity, creativity, and care.

Our teaching goes beyond the curriculum, nurturing a love of learning that lasts a lifetime. We equip pupils with the intellectual confidence and critical thinking skills to thrive at school and beyond.

Life at LEH is enriched by an outstanding co-curricular programme, where girls flourish in the creative arts, on stage, in music, on the sports fields, and through countless opportunities to pursue their passions and develop new talents. Whether performing in our theatre, creating in our studios, or leading clubs and societies, pupils – and the staff who inspire them – are encouraged to explore their full potential.

Joining LEH means becoming part of a vibrant, forward-looking community that values excellence, wellbeing, and the joy of lifelong learning.

Sessional Rowing Coach

Responsible To Director of Rowing

Main Purpose of Job To assist with the running of a squad of girl rowers to compete at national standard and assist the Director of Rowing with administrative duties as required.

Main Duties and Responsibilities

Squad coach

The specific squad to be coached will be determined by the DOR. The key responsibilities will be as follows:

- Responsibility for coaching and developing a squad of highly committed rowers to national standard.
- Teach sound rowing technique in agreement with the LEH style.
- Track and monitor the progress and development of the rowers in the squad.
- Work successfully and communicate effectively as part of a large coaching team.

Administration

- Assist the HOR and other coaching staff with the administration where necessary.

Specific duties

- To work the training hours as determined by the HOR, and be available at other times, as required.
- To register girls each session.
- To carry out supporting duties for lead coaches to ensure the smooth delivery of sessions.
- To assist with boat rigging.
- To attend rowing camps and training weekends.
- To assist in capsize drill training at the start of each new academic year, or at desired times throughout the year.

General

- To be contactable at all times (except when on official holiday) by telephone.
- Take part in such staff training as may be agreed.
- To undertake such other tasks relevant to the work or needs of the School as these needs arise and as may be reasonable requested.

Safeguarding

- To adhere to School policy on safeguarding and ensure that the welfare of pupils is always prioritised.
- To undertake regular safeguarding training as required.

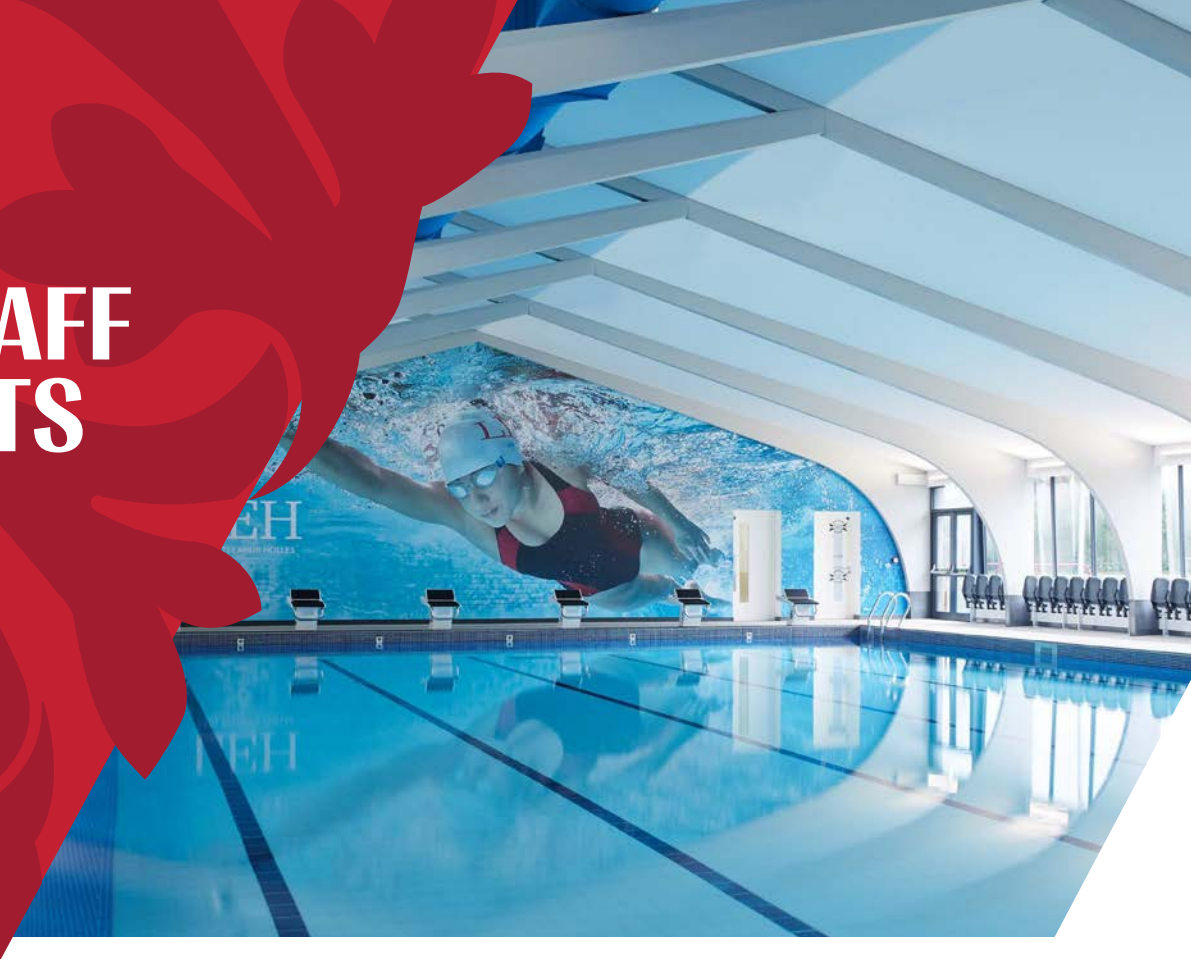
Person Specification

	Essential	Desirable	Assessment via application form/ interview/reference
Good watermanship skills	✓		AF/ I
Navigational skills	✓		AF/ I
A sound knowledge of the sport and a sporting background of relevance	✓		AF / I / R
The ability to work with children aged between 12 and 18 years old	✓		AF / I
Good organisational skills	✓		AF/ I / R
Power Boat Level 2 certificate		✓	AF / I
First Aid Certificate		✓	AF / I
Level 2 Coaching Certificate (or equivalent)		✓	AF / I
Clean driving licence		✓	AF / I
Trailer towing experience		✓	AF / I
Rigging knowledge		✓	AF / I
Basic boat maintenance skills		✓	AF / I

Main terms of appointment

Hours of Appointment	The hours of work will vary across a 7-day working pattern (including evenings). The postholder must be available to work both days at the weekend to coach and accompany students to sporting fixtures The contract is for sessional work which means that the school cannot guarantee any work, and you are not obliged to take work which is offered to you if this is not convenient.
Notice Period	During the 4-month probationary period, the period of notice will be two weeks on either party. After successful completion of the probationary period, the notice will be 1 month or the statutory minimum, whichever is greater.
Salary	The hourly rate for this post will be £20.27.
Holiday Entitlement	You will be entitled to paid holiday and bank holidays pro-rata to that of a full-time post (20 days leave, plus 8 days bank/public holidays per annum). The rate per hour has been determined to incorporate a paid element for statutory holiday and bank holidays pro-rata to that of a full-time post. Therefore, an uplift has been applied to the rates to take this into account
Pension	Non-teaching staff may join The Lady Eleanor Holles School's Stakeholder Pension Scheme. This is a defined contribution pension scheme; provided the employee contributes 6% of gross salary, the employer will contribute a further 10%.

OUR STAFF BENEFITS



Healthcare cash plan
A healthcare cash plan is provided to help with the cost of everyday health expenses such as dental, optical, and physiotherapy treatments.

Cycle to work scheme
Take advantage of the Cycle to Work Scheme, enabling savings on bicycles and accessories while encouraging a healthier commute.

Teachers' Pension Scheme / LEH Group Pension Scheme
Access to the generous Teachers' Pension Scheme, ensuring long-term financial security in retirement. Non-teaching staff are eligible to join the LEH Group Pension Scheme, a defined contribution scheme (with life assurance) designed to support long-term financial wellbeing.

Relocation assistance package
Financial support is available to assist with the costs of relocating, making your move to the area as smooth as possible.

School fee reduction
Significant reductions in school fees are available for staff members with children enrolled at the school. LEH also has an arrangement for fee reduction for staff with children attending Hampton School.

Employee Assistance Policy
A confidential Employee Assistance Programme offers free support, advice, and counselling for both personal and work-related matters.

Free lunches, tea and coffee
Complimentary lunches are provided daily, along with unlimited tea and coffee throughout the day.

24-acre campus with superb facilities
Enjoy working in a beautiful 24-acre campus featuring modern teaching spaces, sports grounds, and tranquil outdoor areas.

Free parking on site
Free and secure on-site parking is available for all staff.

On-site library access
Staff have full access to the well-stocked on-site library for personal and professional development.

Use of swimming pool
Enjoy use of the school's swimming pool at designated times, supporting health and wellbeing.

Annual flu jab
An annual flu vaccination is offered to staff on-site to help maintain health during flu season.

@LEHSchoolOfficial @lehjuniors LEHSchoolOfficial

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