



New Hall School

The Best Start in Life



Appointment of **Head of Hockey**

Closing date for application is midday,
Wednesday 24 April 2024

Introduction

Sport is a key part of life at New Hall. We are dedicated to providing first-class coaching and teaching across the age ranges and providing opportunities for all students to develop and to showcase their skills. We combine an inclusive 'sport for all' ethos, with an elite training programme. Together, these enable our students to excel at the highest level.

Salary & Benefits

Salary

New Hall School has its own pay scale. The current range for this post is £35,000pa-£42,000pa (M1-7).

Hours of Work

The hours of work, in term time, are typically as follows:

- 12.00pm-6.00pm, three weekdays per week
- 8.00am-6.00pm, two weekdays per week
- 4-6 hours' working on Saturdays

The hours of work during School holidays are normally 9.00am-4.00pm, Monday to Friday, however the hours may vary with the needs of the School sport camps and activity schemes. You are entitled to take a one-hour unpaid break each day. Support staff generally work an average of 40 hours per week over the course of a calendar year. In view of the seniority of the post, you may be required to work additional hours for the proper performance of your duties. An enhanced salary range and benefits package have been included to allow for times when the working hours are increased. Since this is paid in advance, no further remuneration will be paid. A degree of flexibility is required, given the nature of New Hall as a boarding school. All staff are required to attend INSET days.

Holidays

The Head of Hockey is entitled to 40 days' holiday per year, including bank holidays. Holidays must be taken during the School holidays. New Hall closes for two days between Christmas and New Year and for bank holidays; staff must set aside annual holiday entitlement to allow for these closures. All holiday is subject to line manager approval.

Pension

Subject to meeting the qualifying conditions, support staff are automatically enrolled in the designated stakeholder pension scheme provided by Standard Life. New Hall currently matches employee contributions up to 4%.

School Fee Remission

School fee remission is granted for the Head of Hockey in accordance with the provision at the time of commencing employment at New Hall. If your child is aged 4-11 and joins New Hall Preparatory Divisions, there is a reduction of one third of the day fees. If your child is aged 11-18 and joins New Hall Senior Divisions, there is a reduction of two thirds of the day fees. There is no staff fee remission for New Hall Nursery/Pre-School (ages 1-4).

Training

New Hall is committed to professional development of staff and will support further in-service training as required. There are generous INSET and Continuing Professional Development (CPD) budgets.

Lunch in Term Time

Currently, all staff are permitted lunch without charge in term time. Staff having School meals should assist with supervision and take an interest in getting to know students. This is subject to annual review.

Sport Club Membership

As an employee, you will be able to make use of an annual membership for the New Hall Sport Club (currently £20pa plus £5pa for family members), with effect from your start date. Membership includes Club time use of:

- 25-metre, 6-lane indoor swimming pool
- 10 floodlit tennis/netball courts
- Fitness Suite, which comprises a range of cardiovascular equipment and free weights
- Athletics track
- 12 golf practice bays

Job Description

The Head of Hockey reports to the Director of Sport.

Responsibilities include:

1. Hockey Coaching

- 1.1 to oversee the development and structure of the hockey programme
- 1.2 to provide coaching from Years 3-13 in the curriculum and co-curriculum
- 1.3 to plan a coaching structure for Sport sessions
- 1.4 to train other staff to coach
- 1.5 to ensure that risk assessments are completed and followed
- 1.6 to work with Grounds staff to ensure the provision of pitches and facilities for training and match days
- 1.7 to liaise with the Director of Sport for staffing of teams, Sport sessions and practices
- 1.8 to work with the Director of Sport to organise hockey coaching camps at New Hall, ensuring this is shared with current and prospective students
- 1.9 to organise and lead pre-season training days

2. Administration

- 2.1 to work with the Sport Administrator to organise fixtures, transport and accommodation
- 2.2 to work with the Sport Administrator to ensure all fixtures and team sheets are entered into the SOCS Sport module
- 2.3 to undertake an annual review of the fixtures list
- 2.4 to work with the Sport Administrator, Catering and Estate Department to arrange refreshments and equipment for matches and hospitality for staff and parents
- 2.5 to coordinate first aid provisions for match days with the Health & Wellbeing Centre
- 2.6 to manage the budget for hockey (equipment, competition fees, trophies, etc.)
- 2.7 to ensure the submission of entries to all competitions and subscriptions
- 2.8 to ensure all Health & Safety policies are updated in conjunction with the Director of Sport
- 2.9 to organise annual presentation and awards evenings
- 2.10 to write student reports, as required

3. Development

- 3.1 to organise tours in conjunction with the touring schedule set by the Director of Sport in liaison with the Vice Principal
- 3.2 to maintain coaching, officiating and playing pathways for students
- 3.3 to liaise and work with Essex Hockey, England Hockey and other local clubs to promote and develop New Hall hockey
- 3.4 to develop links with New Hall's sponsored school, Messing Primary School, in order to support and develop their Sport provision

4. Sport Coaching

- 4.1 to assist with coaching a range of sports from Years 3-13 in the curriculum and co-curriculum

All staff are responsible for promoting and safeguarding the welfare of students at New Hall School by ensuring compliance with the School's Safeguarding & Child Protection Policy at all times. It is a requirement of all staff to report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead.

This document summarises the main responsibilities of the post. All staff are required to undertake whatever else may reasonably be requested by the Principal. All staff are expected to uphold, support and realise the Catholic ethos of the School, as outlined in the Mission & Ethos Statement and Aims of the School. Job Descriptions are subject to annual review.

Person Specification

In addition to the below, all candidates should have a clear understanding of and a commitment to the aims of a Catholic independent school and be committed to the values and ethos at the heart of New Hall School as expressed in the Mission & Ethos Statement of the School.

	Essential	Desirable
Education	<ul style="list-style-type: none"> Grade C/4+ in GCSE Mathematics and English Language, or equivalent 	<ul style="list-style-type: none"> University graduate
Experience	<ul style="list-style-type: none"> Experience of England Hockey Player Pathway Qualified Hockey Coach (Level 2) 	<ul style="list-style-type: none"> Coached or played at Premier or National League level Coaching qualification in other sports offered at New Hall (ideally athletics, netball, tennis and/or cricket)
Skills and Aptitudes	<ul style="list-style-type: none"> Excellent communication, organisational and management skills Good IT skills 	<ul style="list-style-type: none"> Be willing and able to contribute to the wider co-curricular life of the School, for example, the Duke of Edinburgh Award Programme
Disposition and personal qualities	<ul style="list-style-type: none"> An understanding of the importance of promoting and safeguarding the welfare of children Willingness to participate enthusiastically in all aspects of boarding school life Initiative Ability to relate effectively to students Ability to motivate others and build teams Flexibility to adjust to change and development 	

New Hall is committed to increasing the number of staff from ethnic minorities, across all roles and at all levels, to reflect our diverse student population. Applications from practising Catholics are particularly welcome. The Equal Opportunities Policy is available on our website.

The Physical Education & Sport Department

We offer a rich variety of sports across the week. The major sports at New Hall are Athletics, Cricket, Hockey, Netball, Rugby, Swimming and Tennis, with Equestrian, Football, Golf and Skiing as minor sports. Each of the sports has a dedicated Head of Sport who is responsible for leading our coaching programme and arranging competitive fixtures for their individual sport. Through our co-curricular clubs and boarding activity programme, we also offer a wide selection of sports, such as Badminton, Basketball, Football, Gymnastics, Karate and Table Tennis. There is a separate, large and thriving Dance Department.

The Sport Department is based within the pavilion overlooking the tennis and netball courts. The School enjoys excellent facilities, many of which are floodlit: 8 netball courts, 2 all-weather hockey pitches, 6 rugby pitches & a 3G rugby training pitch, athletics track, 12 golf practice bays & launch monitor, 5 cricket wickets (including a dedicated girls' facility) and indoor & outdoor cricket nets, 25m 6-lane indoor pool, 10 tennis courts, sports hall and fitness suite. As well as first class facilities, the Department has a stellar team of sport coaches. This includes professional and international sportsmen and women: Women's Masters Hockey International, Karen Cooper; England Cricket International, Ravi Bopara; and former England Cricket Captain, Nasser Hussain OBE.

We have an enviable record of success in both individual and team sports, and many of our students compete at county, regional and national levels. In the last year alone, New Hall students have represented Great Britain in Skiing, represented Scotland in Cricket, reached national finals in Swimming (including a Bronze medal win), won internationally-ranked Tennis tournaments, and were crowned national champions in Golf and in Hockey. Several of our recent alumni (Old Fish) have played regularly in the Rugby Premiership, including for Saracens, Worcester Warriors and Leicester Tigers and in the United Rugby Championship for Munster. Several of our rugby players have represented England at School Boy and U20 levels. A New Hallian athlete represented England in the Commonwealth Games in Heptathlon.

Hockey at New Hall

We have 2 floodlit, all-weather hockey pitches and 48 hockey teams across the Preparatory Divisions and Senior Divisions.

Boys play hockey in the Michaelmas Term and girls play hockey in the Lent term.

The School runs pre-season training and offers hockey camps for Years 3-13 during School holidays.



Hockey Camp for Years 3-13 offered during School holidays

In 2022, New Hall secured impressive victories in the England Cup Competition, in which our U13A Girls and U12A Boys were crowned Essex Champions. Our U13A Boys were also winners of the ISA U13 National Championship. In 2023, our U12A Boys were crowned Essex Champions and our U15A Boys won the ISA U15 National Championship.



U13 Girls: 2022 Essex Champions



U12 Boys: 2023 Essex Champions

Hockey Competitions at New Hall

Each year, in the Girls' and Boys' Hockey programmes, New Hall enters the following competitions:

- England Hockey Cup: U14, U15, 1st XI
- IN2Hockey Tournament: U10, U11, U12, U13
- ISA National Championship: U13, U15

Football

From September 2023, we introduced Football as a minor sport at New Hall. Our current Acting Head of Football has been responsible for leading a co-curricular based programme to introduce the sport across the School.

We intend to extend this provision to introduce competitive fixtures and, following the success of the Lionesses in recent years, to have a particular focus on inspiring girls to take up the sport. Across the School, a number of students play football at an elite level, with students currently in Academy systems at West Ham United, Arsenal FC and Ipswich Town, to name a few.



Athletics

We have high uptake in girls' and boys' Athletics track and field, Cross-Country and Running Clubs, and have achieved great success in district, county and regional competitions, as well as National Finals. In the Michaelmas Term 2022, we won the Eastern Cross-Country Championships, and our Junior Girls Cross-Country team came 2nd in the English Schools Athletics Association Finals.



Our Junior Cross-Country Team, 2nd in the English Schools Athletics Association Finals 2022



Our Track Teams compete in county, regional, and national competitions

Swimming

As part of its Swim Academy, New Hall runs a Swim Club accredited by Swim England East Region. Our students have benefitted from elite coaching from some of the country's finest swimmers, including recent Olympians and Commonwealth medallists. Our students achieve remarkable success in elite level competitions, most recently including ISA and East Regional Championships, and have competed in National Finals. In the Michaelmas Term 2022, our Junior Boys freestyle relay team won the silver medal at the English Schools' National Competition. Our Swim Academy includes a number of swimmers who are among the finest in their age group nationally.



Members of New Hall Swim Academy



Our Senior Swim Academy Captain winning five events at the East Regional Championships

Cricket

We have five cricket squares, outdoor and indoor nets, and strong uptake across girls' and boys' cricket in Preparatory and Senior Divisions. Across Years 5 and 6, for example, more than 40 students train each week. A number of our students play at county level and within the player pathways for Essex County Cricket. One of our Sixth Form students is a member of the Scotland Under 19 World Cup Qualifiers Squad.



Girls' Division cricketers selected for Essex County Cricket Squads



1st XI cricket match at Six Acres at New Hall

Netball

Netball is played in both the Preparatory and Senior Divisions, and we have been successful in the Independent Schools National Cup. Our students have gained places in County Academies and National Superleague Franchise Pathways for the 2022-2023 season, following several rounds of competitive trials. We have several students in Essex County Academy, U18 Saracens Mavericks Futures Hub, and London Pulse Hub across a number of age groups.



Our students enjoy outstanding training and facilities



Teamwork is a key element in our success

Rugby

New Hall has an established reputation in Rugby, and we field up to 25 teams across the age range from Preparatory Division to Senior Divisions in contact rugby in the Michaelmas Term. There are opportunities for girls to learn to play rugby. We also offer inter-house non-contact rugby. In the Lent Term, we field six teams in Rugby Sevens and enter major tournaments, including the Rosslyn Park Sevens. Within our Rugby Programme, we have regular strength and conditioning sessions for our elite teams, and we use video analysis. A number of our students play rugby at county level, and several New Hallians have gone on to play professionally, for teams such as Saracens, Munster, Worcester Warriors and Leicester Tigers, and have represented England School Boy and England U20 level. A Year 13 student has played for the U18 Saracens Centre of Excellence Women's team in 2023 against London Wasps and Harlequins.



Our 1st XV benefits from expert training as well as regular strength and conditioning sessions and video analysis

Tennis

We have an established tennis programme, and, among the many notable team and individual achievements, our students have won county titles and have represented England. In 2022, members of our New Hall Tennis Team won the Ladies Junior Doubles J3 Saint Cyprien in France, the Fred Perry Championship Finals U16 Boys competition, and the Woodford Wells Open Grade 3 U16 Ladies Singles. Our New School Tennis Team plays regular fixtures as well as the junior event 'Road to Wimbledon', and our senior players have reached Wimbledon qualifiers. In 2022, our Senior Girls' team was the runner-up at the National Schools' U18 Girls' Championships.



Our students benefit from individual and team coaching in the Preparatory and Senior Divisions



New Hall came 2nd at the National Schools' U18 Girls' Championships

Equestrian

New Hall School has a rich history in equestrian sports and, in 2022, our riders qualified for Nationals in the 80-85cm Show Jumping and competed in the National and Plate Championships at Keysoe, achieving 1st and 4th in Arena Eventing. The School has links with Chelmsford Equestrian Centre. In 2023, New Hall is opening a Learn-to-Ride Centre on the New Hall site, as well as reopening its Equestrian Centre (that had closed in 1986), now located at New Hall Park Farm (2.9 miles from New Hall). Our new Head of Equestrian Centre joins the staff team in September 2023. New Hallians have represented Great Britain in a variety of disciplines, in particular Eventing.



In 2023, New Hall is opening a Learn-to-Ride Centre on the New Hall site, as well as an Equestrian Centre at New Hall Park Farm (2.9 miles from New Hall)



Our Equestrian Team represents the School in National Schools Equestrian Association (NSEA)

Golf

New Hall School has developed an outstanding reputation in golf, and now has more than 100 students training regularly. We have excellent facilities, including 12 on-site golf nets & launch monitor, and regular access to a local driving range and golf course. Our students have secured victories against some of the country's elite players at U16 and U18 level, and we regularly compete at major competitions such as the Independent Schools Golf Association, British Schools and HMC competitions, as well as the Alexander Quinn Invitational. We have a number of students playing at county level, as well as England Girls' Regional Squads and England Boys' U18 Squad. In 2023, members of our team will be competing at the Golf World Junior Championships.



Our students benefit from 12 on-site golf nets and launch monitor, and regular access to a local driving range and golf course



Members of our golf team competing at the ISGA National Championships

Skiing

New Hall Skiing Team is among the most successful skiing teams in the country. Under the guidance of our Head of Skiing and coaches from an external ski company, we regularly train at Brentwood Dry Ski Slope and compete in the UK and internationally. Our team has achieved outstanding success, winning a great number of team and individual events at the ISA Indoor Championships, at British Interschools Championships, BSA Championships and the ESSKIA British Finals. Our students have been selected to represent Team GB; additionally, in 2023, two of our students will be competing at the highly prestigious World Schools Ski Championships in Turkey.



One of our New Hall skiers has been selected to represent Great Britain at the International Children's Races, 2023



Our students have been selected to compete at the World Schools Ski Championships

Working at New Hall

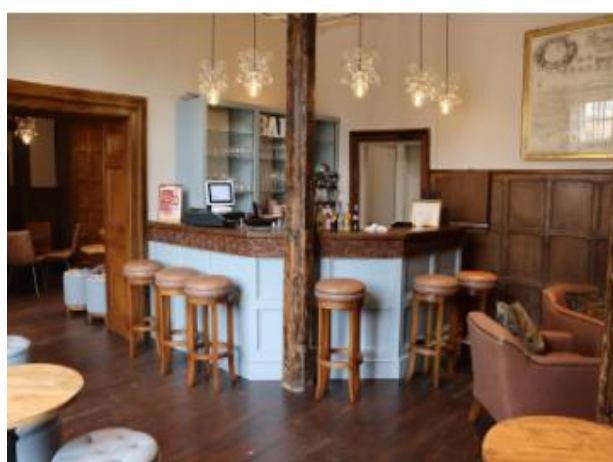
New Hall provides the opportunity to work in a stunning, Grade I listed historic setting. With a staff of around 300, many of whom consider the School 'home', New Hall offers a fast-paced, varied and rewarding environment in which to work.



Views of New Hall (above left) and the staff room (above right), located in the main School building



Indoor swimming pool (above left) and Fitness Suite (above right), available for staff use



Denford Bar & Lounge (above), available for staff use

Living in Chelmsford

Some of the many benefits of living in Chelmsford

Chelmsford is a thriving city stretching across 132 square miles with a population of around 120,000 people. It was voted the Sunday Times 'Best place to live in the East' in 2018 and was listed as one of the top ten best places in the East of England in 2019.

Centrally located in Essex, Chelmsford is within easy reach of many miles of coastline, from Southend to Harwich, as well as varied countryside. Essex also holds the record as the driest place in the UK!

Culture and entertainment

There are no fewer than three theatres in Chelmsford: The Civic, The Cramphorn and The Old Court, providing a mix of music, drama, comedy, dance, talks, and lectures for all ages. Chelmsford City Museum collections include fine art, geology, industrial and military artefacts, housed at Oaklands House which sits within the award-winning Oaklands Park.

Hylands Estate, a prestigious Grade II* listed public park and neo-classical villa, is open to the public and holds seasonal music and theatrical events as well as farmers' and crafts markets, flower shows, and food festivals.

For movie-goers there is an 8-screen Odeon cinema and a comfortable Everyman, both in the city centre.

Cathedrals

Chelmsford Cathedral, an oasis of calm in the bustling city, offers regular worship opportunities in a beautiful building that dates back to the 13th Century boasting two organs and many specially commissioned pieces of art. Brentwood Cathedral, 15 minutes down the A12, celebrates Mass daily as well as promoting music events.

Shopping

A pedestrianised High Street, two shopping malls and the upmarket Bond Street area – including John Lewis – offer many shopping opportunities. There is also a daily market and Saturday market in the city centre. Further shopping can be found at several retail parks around the city.

Sport

The beautiful Hylands and Oaklands estates offer walking, cycling, and running opportunities and Chelmsford has a Sport and Athletics Centre in the Melbourne area of the city. The Riverside Centre has a 25m swimming pool, as well as an ice rink.

Further afield, Chelmsford City Racecourse holds regular meeting and events, and skiers can take advantage of Brentwood's dry ski slope.

Eating out and local food

Food lovers are well catered for in Chelmsford, with an excellent range of local restaurants including The Lion Inn at Boreham, the Bib Gourmand winning Galvin Green Man in Great Waltham, Mrs Salisbury's tea rooms in Maldon, and The Wine Cellar on Duke Street.

For local farm produce, look no further than Lathcoats Farm in Chelmsford, Jamie's Fruit & Veg in Danbury, Tiptree Jam Factory, and the White Elm Garden Centre & Tea Room, Bicknacre.

Transport links

Chelmsford is just 35 minutes on the train from London and a new rail station at the foot of New Hall's Avenue is due to open in 2024/5 giving even easier access to the capital.

A video about the road and rail infrastructure can be viewed [here](#).

The Crossrail connection at Shenfield (15 minutes' drive down the A12) offers transport across London to Heathrow or Berkshire. For travel further abroad, London Stansted airport is 30 minutes' drive from Chelmsford and both Southend and London City airports are also close by.



hr@newhallschool.co.uk | | 01245 467 588

New Hall School, The Avenue, Chelmsford, Essex CM3 3HS