

**Kisharon Noé School**  
**Hydrotherapy Pool Manager– Job Description and Person Specification**

Responsible to:	School Business Manager
Salary:	Negotiable
Hours/week:	37 per week
Weeks/year:	52 weeks per annum

**Purpose of Role**

The Hydrotherapy Pool Manager is responsible for overseeing the Hydrotherapy pool and its environs, ensuring that it fully meets the needs of the pupils at Kisharon as well as community groups and other users. The Manager promotes the highest standards of health and safety and collaborates with many other professionals to create a first class service for our pupils and pool users. The Hydrotherapy Pool Manager will ensure that additional income is generated from the pool and that it benefits as many people, prioritising those with Special Education Needs, as possible. As a key leadership post in the school the Hydrotherapy Pool Manager will contribute to whole school improvement.

**About Kisharon Noé School**

Kisharon Noé School is a special free school with a Jewish ethos for students aged 4 – 19.

***Our vision***

*Every child and young person with any learning disability reaches their full potential, maximises their independence and leads a fulfilling life in the community that they want to.*

***Our mission***

- *We foster a strong and inclusive Jewish ethos that guides teaching and learning throughout the school, and welcomes students from all backgrounds*
- *We provide a safe, supportive and stimulating learning environment*
- *We nurture the innate gifts and talents – the “kisharon” – of each of our students*
- *We create personalised and cross-curricular learning journeys for our students*
- *We offer a range of therapies to enhance our students' learning*
- *We teach skills to build our students' confidence, equip them for life beyond school, connect them with high quality adult services, and prepare them for taking an active part in the community*

Our school is based in Hendon on a brand new, state-of-the-art £13.5 million campus. The school currently has 48 students, with capacity for 72 which we will reach over the next three years.

The school caters for pupils with a wide range of educational needs, from moderate learning difficulties and autistic spectrum disorders to more severe and profound learning difficulties, as well as physical disabilities.

The following is an outline of the range of duties that can be expected of the School Counsellor. It is not a comprehensive or exclusive list and duties may be varied from time to time, according to the needs of the school and the students, which do not change the general character of the job or the level of responsibility entailed.

- To line manage the Assistant Pool Manager and community activity facilitators
- To facilitate staff meetings/training as and when necessary
- To role model excellent leadership skills and liaison with others to ensure the mission statement is lived out at all times
- To be familiar with all school policies and implement them as appropriate to the role
- To undertake an annual appraisal and work on suitably challenging targets
- To provide ongoing support to staff and pupils who access the school
- To represent, and be an ambassador for, Kisharon Noé School at external events as required
- To consistently demonstrate a positive, welcoming and supportive approach to all
- To contribute to whole school improvements targets

### **Operational tasks including Health and Safety**

Maintain the Hydrotherapy Pool, its environment, associated plant and specialist equipment to a high standard to meet the requirements for such a Pool, including:

- Implementation and oversight of training logs
- Storage and usage of chemicals
- Ensuring high standards of hygiene and cleanliness
- Maintaining accurate records in all areas, including pool and temperature readings
- Ensure building security, opening and locking up all areas as required
- Update risk assessments:  
For individual pupils in collaboration with the class team and therapists/nurse. Share as appropriate  
For the pool area and its environs
- Supervise and assist, in accordance with the pool operating procedures, all pool users.
- To be a first aider and have responsibility for managing and overseeing supplies for first aid equipment across the school
- To coordinate emergency pool responder training
- To participate in ensuring an effective school response to civil and other emergencies using skills/expertise relevant to the functions of the post, including being a designated fire marshal
- Liaise constructively with all professionals to ensure delivery of learning and therapeutic programmes and to contribute to the overall ethos, work and aims of the school
- Devise a pool timetable in conjunction with class teams and update as needed
- To attend regular meetings with the Business Manager and other leaders to formulate and report on strategic developments, job tasks and work targets.
- To attend any other relevant meetings or training as required

### **Community use and lettings**

- To liaise with and report to charity trustees
- To organise and oversee delivery of community sessions/holiday schemes
- To oversee and manage lettings of the hydrotherapy pool and to work in liaison with the Business Manager and Site Manager for whole school lettings
- To actively seek additional income generation opportunities

### **Safeguarding**

- Requirement to have a DBS check every three years as per school policy
- Comply with the school's safeguarding policy and all related policies. To report any concerns to the Designated Safeguarding Lead or Deputy in his/her absence

### **Equal opportunities**

To be familiar with the School’s Equal Opportunities policies and to implement them in relation to the job responsibilities

To undertake any duties not listed above that are commensurate with the level of responsibility of the post

Knowledge, experience and skills:	E/D
E = Essential                      D = Desirable	
<p><b>Qualification</b></p> <ol style="list-style-type: none"> <li>1. National Pool Plant Operator’s Certificate</li> <li>2. First Aid training</li> <li>3. Relevant safeguarding training</li> <li>4. Emergency responder training/lifeguard training or equivalent</li> </ol> <p><b>Knowledge</b></p> <ol style="list-style-type: none"> <li>5. Knowledge of relevant policies/codes of practice/legislation, particularly Health &amp; Safety, safeguarding &amp; Equal Opportunities</li> <li>6. Knowledge of maintenance and supervision of a Pool</li> </ol> <p><b>Experience of:</b></p> <ol style="list-style-type: none"> <li>7. Working with children and young adults with complex learning and medical needs</li> <li>8. Managing a pool</li> <li>9. Leading a team</li> <li>10. Using IT systems</li> <li>11. Safe manual handling procedures</li> <li>12. Writing and implementing risk assessments</li> <li>13. Managing lettings</li> <li>14. Income generation</li> <li>15. Managing a budget</li> </ol> <p><b>Aptitude:</b></p> <ol style="list-style-type: none"> <li>16. Excellent skills of organisation and communication</li> <li>17. a high level of accuracy, attention to detail in all areas</li> <li>18. a flexible and solution focussed approach to working</li> <li>19. To manage a workload, prioritising appropriately</li> <li>20. Ability to relate well to a wide audience</li> </ol> <p><b>General:</b></p> <ol style="list-style-type: none"> <li>21. Commitment to equal opportunities</li> <li>22. Operate safely in the workplace</li> </ol>	<p>E</p> <p>D</p> <p>D</p> <p>D</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>E</p>
<p><b>Behaviours and expectations:</b></p> <p>All staff members are expected to adhere to and promote professional standards including the Trust and Academy’s code of conduct and values.</p>	
<p><b>General:</b></p> <p>The post holder will be expected to undertake any other duties, commensurate within the grade, at the discretion of the Senior Leadership Team and develop and promote high standards of professional conduct throughout the school and the wider Trust community. At the headteacher’s discretion, based on the needs of the school, you may be redeployed.</p>	

You will be expected to carry out your duties in line with Kisharon's policies, procedures and relevant legislation. You will be made aware of these in your appointment letter, statement of particulars, induction, ongoing performance management and development through school communications.

You will be required to work at any premises which Kisharon currently has or subsequently acquires or at which it may, from time to time, provide services.

You will be expected to attend and participate in a wide variety of meetings as well as training and development activities to support Kisharon and your own professional development.

All staff, regardless of their position, are expected to undertake TeamTeach training and work within "good practice" guidelines using a range of positive handling strategies, gradual and graded, involved in holding, guiding and escorting safely, from least intrusive to more restrictive holds.

As part of your wider duties and responsibilities you will be required to promote and actively support the school's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It isn't just about the very old and the very young, it is about everyone who may be vulnerable.

The post holder must be willing to undertake an enhanced Disclosure and Barring Service check. Please note that a conviction may not exclude candidates from appointment but will be considered as part of the recruitment process.