



## **Packwood Haugh School** **Gap Student Job Description**

### **Background**

Packwood Haugh is a leading day and boarding Preparatory School for children aged 4 – 13 years. Children leave Packwood at the end of Year 8 and go onto many of the leading Public Schools across the UK.

### **The Role**

This role is designed to suit a recent school leaver who is looking to gain a term's employment experience as part of a gap year before going on to University. It will provide broad, hands-on experience of working in a school setting.

It is a residential post for the summer term only commencing in April 2019.

### **Specific Responsibilities**

Will be a mix of the below, subject to the particular strengths of the individual recruited:

Working with boy Boarders:

- Supervision of activities in dorms
- Evening duties in boys' boarding house
- Junior boarders' activities

Working in the Classroom:

- Classroom assisting
- Music/Art/DT support

Coaching Games, principally cricket

Office Duties

Running Clubs/Activities

Attending INSET training

Escorting children on exeat train service

The Line manager for this person is a Deputy Head who will provide guidance and training.

Clive Smith-Langridge  
Headmaster  
October 2018