



## KIRKHAM GRAMMAR SCHOOL

# Summer School Assistants

## Part-time / Temporary

We are seeking enthusiastic and reliable Summer School Assistants to support the Activity Lead in delivering a fun, engaging, and inclusive programme for students aged 8–16 at Kirkham Grammar School. This role is essential to ensuring all participants enjoy a safe, memorable, and enriching Summer School experience.

### **Key Responsibilities:**

Support the Summer School Activity Lead in running a varied programme of co-curricular activities that are enjoyable, age-appropriate, and accessible to all students.

- Help create a positive, welcoming atmosphere where students feel encouraged, included, and confident to try new things.
- Assist with supervision, behaviour management, and pastoral care to ensure the wellbeing and safety of all participants.
- Contribute to the smooth running of excursions.
- Engage actively with students, fostering social integration between British and international participants.
- Help with set-up, organisation, and resource preparation for activities as directed by the Activity Lead.
- Communicate effectively with staff and students, promoting high standards of conduct and teamwork.

### **Working Hours and Pay:**

- Must be available for the entire duration of the Summer School from Sunday 19/07/2026 through to Sunday 02/08/2026.
- Required at a minimum Monday to Friday, 7 hours daily for 10 days, paid at **£12.71 per hour**. The individual timetable will be agreed with the Course Director closer to the time.
- Occasionally required to stay overnight on a rota basis from 11:00pm–9:00am at an additional **£50 per night** (subject to being over 18). Overnight rota dates will be set in advance by the Summer School Course Director.

### **Who We're Looking For:**

- Energetic, friendly individuals who enjoy working with young people.
- Creative thinkers who can help bring activities to life in fun and imaginative ways.

- Team players with strong communication and interpersonal skills.
- Responsible, adaptable, and committed to delivering an outstanding Summer School experience.

Reporting to the Summer School Activity Lead, you will be part of a supportive, collaborative team dedicated to creating a transformative and unforgettable programme for every student.

**All employees at Kirkham Grammar School are expected to:**

- Embody and promote the school's values and ethos.
- Make effective use of technology to support and enhance learning.
- Commit to ongoing professional learning and reflection.
- Prioritise student wellbeing, inclusion, and safeguarding in all aspects of their journey through the school environment.

**Closing date for applications:**

31/01/2026

**Applications:**

By application form and supporting letter/CV to:

Mrs A Roberts  
HR Manager  
Kirkham Grammar School  
Ribby Road  
Kirkham  
PRESTON  
PR4 2BH

Or Email: [A.roberts@kirkhamgrammar.co.uk](mailto:A.roberts@kirkhamgrammar.co.uk)

The post is subject to completion of the school's application form, two satisfactory references, DBS clearance and verification of qualifications. Kirkham Grammar School is committed to safeguarding and promoting the welfare of children and young people.