



ASHFOLD SCHOOL



Candidate Brochure

Lead Hockey and Cricket Coach

1 September 2026

The Stowe Group

The Stowe Group of schools (Stowe, Ashfold, Swanbourne House and Winchester House) is situated on four separate sites in Buckinghamshire and Northamptonshire and educates children from 3-18 years. Within The Stowe Group there are more than 1,800 pupils and 800 members of staff. The schools occupy sites of historical significance in Swanbourne, Dorton, Brackley and the world-famous landscape gardens at Stowe, where we work with The National Trust to manage 880 acres and open the grounds to over 200,000 visitors a year. Stowe House is open to the public during the School holidays and for guided tours during term time. The Stowe Group is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. In 2021, The Stowe Group launched its transformational Change Makers vision and Change 100 programme.

Ashfold is a leading prep school for approximately 240 boys and girls aged 3-13 years. The School is set in 30 acres of beautiful grounds on the edge of the village of Dorton in the Buckinghamshire countryside and includes 5 sports pitches, AstroTurf, netball and tennis courts and woodland.

We are seeking to appoint a **Lead Hockey and Cricket Coach** to join the Sports Department at Ashfold School.

Accountable to: Director of Sport

Department: Sports

Hours of work: An average of 37.5 hours per week Term Time (plus pre season training)

Salary: £23,000 - £25,000 per annum

Purpose of the role:

To be responsible, in conjunction with the Director and Assistant Director of Sport for the overall administration of Hockey and Cricket within Ashfold School, in accordance with agreed School policies. To establish a Development Plan for the overall infrastructure of school Hockey and Cricket to cover performance, coaching and facilities at all levels.



Key Tasks:

- To make fixtures in accordance with the School's fixtures policy in conjunction with the Director and Assistant Director of Sport.
- To coach Cricket and Hockey in the games and activities programme as directed by the Director of Sport.
- To organise coaching programme to suit age and ability of pupils.
- To co-ordinate match results and match reports in a format suitable for School assembly and website and ensure that team selection and fixtures are up to date on SOCs.
- To write/co-ordinate reports for the school as required and complete Progress Report Grades on a half termly basis.
- To update Hockey and Cricket risk assessment on an annual basis or when required.
- To attend INSET for continued professional development, complete Smartlog E-Learning (as required) and recommend INSET training at the appropriate level for coaches under your charge.
- To co-ordinate the programme for your sport through the Director of Sport.
- To manage cricket and hockey budget in line with financial procedures and with the Director and Assistant Director of Sport.
- To check and maintain your sports equipment and ensure equipment is left tidily at the end of each practice.
- To organise catering requirements as needed through the Catering Manager in conjunction with the Director of Sport.
- To manage your sports coaches on a day-to-day basis.
- To liaise with the Director of Sport and the Grounds Manager regarding the preparation of pitches/ facilities for practices and matches.
- To liaise with the Director of Sport regarding the staffing of your sport.
- To develop links with local schools and clubs as well as local counties and player performance pathways and identify potential candidates for sports scholarship application.
- In conjunction with the Director of Sport appoint Captaincy roles, award Full and Half colours and nominate end of season prize candidates.
- To assist the Director of Sport in the delivery of the Sports Performance and Masterclass programme.
- To put pupils of appropriate ability forward for representative honours.
- To organise pre-season training through the Director of Sport.
- To ensure the adherence to Health and Safety and data protection legislation and working procedures that affect pupils and staff.
- To undertake any ad-hoc duties as defined by the Director of Sport.
- Organise a prep/primary school tournament once a year for Hockey and/or Cricket.
- Working with parents to ensure Ashfold players have contacts with club sides, county trials, so they have some meaningful Cricket and Hockey outside of Ashfold.
- Manage external coaches working with Ashfold pupils in Hockey and Cricket.
- Production of coaches' pack as a one stop resource for fixtures, format of matches, rules and regulations, code of conduct, coaching tips etc, for staff who are coaching cricket at Ashfold.

Other Duties:

- To do School duties as required of a fulltime member of staff.
- To assist with the evening activities programme.
- To fully engage in life of the school as required by the Director of Sport and Head.
- To be on the staff lesson cover rota.
- To assist with invigilation cover.
- To assist in the recruitment of pupils and to promote the School and Department.

Person Specification: The selection of candidates for short-listing will be based on this specification, and candidates should bear this in mind when preparing their application and completing the application form

Attributes	Essential	Desirable
Qualifications	Nationally recognised coaching qualifications	A good degree
Specialist Skills and Experience	- Representative honours at County/Regional level. - Previous experience of coaching. - Excellent practitioner able to inspire pupils in the love of (your) sports. - Excellent verbal and written communication skills. - ICT Literate. - Good organisational skills. - Good timekeeping. - Team player. - Sound understanding of safeguarding young people.	- Representative honours at International level. - Experience of School coaching environment. - Driving licence, with the ability to drive a minibus (D1). - Experience managing/supervising coaching staff
Personal Qualities	- Enthusiastic and energetic - Interested in continuous personal development. - Good professional manner and appearance. - Willingness to contribute fully to the life of a busy boarding school.	

This job description and Person Specification reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder

Date Agreed: June 2026

Safeguarding

The welfare, health and safety of all those who learn, work or visit Ashfold School is our prime concern. The post holder is responsible for promoting and safeguarding the welfare of children and young people for whom they are responsible or with whom they come into contact. They must adhere to and ensure compliance with the school's safeguarding policies and procedures at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of the children at the school they must report any concerns to the school's Designated Safeguarding Lead or to the Head.



Vision & Ethos



The Group's talented and committed workforce is one of our greatest strengths. We are committed to fostering team engagement, attracting, mentoring, developing and retaining our best teachers and support staff. We focus on employee wellbeing, provide various opportunities for professional growth and we create a culture of community and partnership.

**We are
Change Makers**



The School

The school week runs from Monday to Friday and there is no Saturday school. We offer optional casual boarding which is very popular. Ashfold is broadly non-selective at the point of pupil entry and follows a wide and challenging curriculum to prepare pupils for both Common Entrance and Scholarship examinations. The majority of pupils remain at the School to the end of Year 8.

Pupils move on to a wide range of leading independent day and boarding senior schools with many of our children gaining scholarships or awards to their senior schools.

Ashfold has been awarded 'EXCELLENT' in all categories by the Independent Schools Inspectorate (ISI) following our recent Compliance & Educational Quality Inspection. A double "excellent" is the highest possible outcome for a school during a full Focused Compliance & Educational Quality Inspection.

Inspectors stated that the school was:

- **excellent**, both for the quality of pupils' academic and other achievements, and
- **excellent**, for the quality of pupils' personal development.

Further information can be found at [Latest report marks us 'excellent' - Ashfold School](#).

Applications

Those wishing to be considered for the post should download and complete an application form. Completed applications should be emailed to the People Team, recruitment@stowe.co.uk

Applications not submitted on the Stowe Group application form, or applications not completed in full, will not be considered.

As part of the shortlisting process, the School will carry out an online search on shortlisted candidates only as part of its due diligence.

Ashfold School encourages early applications and reserves the right to close this vacancy and appoint prior to the application closing date if we receive a sufficient number of suitable applications. Ashfold is committed to the protections and safety of its children. Applicants will be required to undergo child protection screening appropriate to the position, including checks with past employers and the Disclosure and Barring Service (DBS). The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask 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.

If you would like to discuss any aspect of the post in greater detail, please contact the People Department on 01280 818005 or email recruitment@stowe.co.uk

