



# QUEEN'S

## JOB DESCRIPTION

<b>Job Title:</b>	Sports Medic/ Sports First Aider
<b>Hours:</b>	Part Time - Approximately 4 hours each Saturday during term time (exact timings vary depending on fixtures).
<b>Status:</b>	Permanent or temporary

**Responsible to:** Director of Sport

### Job Purpose:

To provide immediate pitch-side first aid and basic sports injury support at Saturday sporting fixtures. This role ensures the safety and wellbeing of pupils during matches and training, offering reassurance to children, staff, and parents in attendance.

### Main Duties:

- Administer prompt and effective first aid in the event of injury or illness during sporting fixtures.
- Assess, manage, and monitor minor sports injuries, referring to external medical professionals where necessary.
- Understand and apply concussion protocols, ensuring safe removal from play and advising on follow-up care where required.
- Liaise with coaching staff, match officials, and parents regarding pupil welfare.
- Ensure the safe handover of pupils following injury or illness (including advising parents or guardians where follow-up care may be required).
- Maintain accurate records of any injuries, illness or incidents.
- Uphold safeguarding, health, and safety policies at all times.
- Be a calm and reassuring presence on the side of the pitch, supporting the wider ethos of care at Queen's.

## **Person Specification**

### **Essential:**

- Qualified First Aider (minimum Paediatric First Aid, Sports or Outdoor Education First Aid equivalent). Full training can be provided.
- Ability to recognise and respond appropriately to potential injured or sick persons. For example concussions, other sporting injuries and illness that may require first aid.
- Ability to remain calm and professional in emergency situations.
- Excellent communication and interpersonal skills.
- Reliability and punctuality.

### **Desirable:**

- Background in sports/pitch side/outdoor first aid
- Experience working with children or in an educational/sporting environment.
- Knowledge of common sports injuries or illness and their immediate management.

## **Child Protection and Safeguarding**

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child (KCSiE 2025).

You must comply with the Queen's College Child Protection and Safeguarding Policy and Procedures and the requirement to report any concerns relating to the safety or welfare of children.

### **Additional Duties:**

To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College.

The post-holder will undertake assigned duties and responsibilities, ensuring that all actions are discharged within the regulatory and legislative requirements to which the College is subject.

### **March 2026**

This job description is current at the above date. In consultation with the post holder it is liable to variation by the School to reflect actual, contemplated or proposed changes in or to the job.

