

POST: Teacher of PE/Games

RESPONSIBLE TO: Head of Junior School and ultimately the Headmaster

POST OBJECTIVES:

- The teaching of curricular PE to boys and girls and Games to Junior School pupils within the overall aims of the school.
- To offer support to the learning and pastoral needs of individual students through the school's pastoral policy and the school's aims and values.

The Job description and allocation of particular responsibilities may be amended by agreement from time to time.

The successful applicant will be expected to assist with the extra-curricular activities within the department and within the school.

Salary will be determined according to HGSF pay scales. Terms and Conditions of Service 'mirror' the state sector and are available on request.

2016-17: The post will be 0.6FTE for the first year. The post will not drop below this level and may with increasing numbers increase in hours in the following years.

Teaching responsibilities

- Teaching students according to their individual educational needs and abilities
- To provide a lively and stimulating learning environment
- Foster and support the school's rules, aims, values and ethos
- Be responsible for all aspects of Health and Safety including risk assessments and to oversee the safety of all students when being taught and to make students themselves aware of safety
- Implement all relevant aspects of relevant school policies e.g. marking, homework, reporting, references etc.
- Attend all Parents' Evenings relevant to students taught
- To liaise with form staff and the SMT, as appropriate, to ensure that the progress of each student in the subject is monitored

Departmental Responsibilities

- To encourage and organise activities and events associated with the subject
- To assist with the development of suitable materials, including making provision of realistic use of IT within the department to help with teaching and learning, as and when appropriate
- To manage and participate in the department's contribution to the extra-curricular activities in the school
- Undertake other tasks relevant to the needs of the department e.g assist with open events

School Responsibilities

- Attend Staff meetings and inset sessions
- To be responsible for the security and safe use of valuable items used within teaching and to report to the Business Manager any damage to departmental equipment, furniture or fittings
- Undertake other tasks relevant to the needs of the school e.g. fire drills
- Help with, or organise extra curricular activities for pupils
- Any other duties relating to the job as required from time to time by the Headmaster

PERSON SPECIFICATION:

- Experience of teaching years 3-11 is desirable.
- Educated to degree level or above, the post holder may also have other relevant professional qualifications
- Coaching Qualifications are desirable
- IT literate with a willingness to develop skills as the use of technology changes; must be competent in the use of ICT for teaching and learning purposes, and for recording and monitoring use
- Effective and efficient communication skills, both verbal and written
- Good organisational skills
- Able to work effectively with students, parents, outside agencies and colleagues
- Good team worker and team leader
- A passion for education!

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons with whom she/he comes into contact will be to adhere to and ensure compliance with the School's Safeguarding Policy Statement 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 children in the school she/he must report any concerns to the school's child protection officer.

Should you have any queries, having read these details, please do not hesitate to contact the School. You may want to visit our website at www.hgsf.org.uk

Applications should include the School's Application Form and covering letter (no more than 2 sides of A4). A CV is not acceptable as an alternative to the application form but can be included in addition.

Deadline for applications is 1pm Wednesday 30th November 2016. The job start date will be Wednesday 4th January 2017

Please send all applications to:

**Mr J. Williams
Headmaster
The Grammar School
Bramley Lane
Hipperholme**

HX3 8JE

Telephone: (0044) 01422 202256

Email: headmaster@hgsf.org.uk **Website:** www.hgsf.org.uk

**REFERENCES FROM CURRENT / MOST RECENT EMPLOYERS WILL BE SOUGHT
PRIOR TO INTERVIEW**

**THE POST IS SUBJECT TO AN ENHANCED DBS CHECK AND A SELF-CERTIFICATION
REGARDING 'GUILTY BY ASSOCIATION' (for more information regarding this
please contact the Headmaster)**