Head of Games (Boys) Candidate Brief
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Clifton High School

An Introduction
Clifton High School is a forward-looking school set in beautiful surroundings in the heart of Clifton. We are a mid-sized, all-through, independent school of 600 pupils, educating boys and girls from 3-18 years. ‘Realising Individual Brilliance’ is central to our approach at Clifton High. We believe each child has unique talents and our aim is to nurture and celebrate the brilliance of all. Our approach to education is distinctive in that on transition into the Senior School, boys and girls are taught separately in core subjects. Research has shown, and our experience has borne out, that this gives our pupils the best environment in which to learn. At the same time our boys and girls benefit from having social interaction on a day-to-day basis which is crucial for their personal, social and emotional development. We call this the Diamond Edge Model of education.

Clifton High School is known for its strong pastoral and family ethos. Principally we are a school for parents who want their child’s emotional and personal development to be given the same level of importance as their academic achievements. Parents comment on the excellent relationships between staff and pupils - relaxed but always respectful. The rapport, encouragement and support available to every single child, pupil and student create an atmosphere where children and young people can develop happily and progress successfully.

Academic success is extremely important to us at Clifton High School and we have a selective admissions policy. Typically, our students receive excellent results, and year on year the majority go on to secure their first choice of university. There is a firm belief, however, that there is more to school life than just good grades and we put as much emphasis on our pupils’ development as on their achievement. Our pupils and young people want to extend themselves beyond the classroom to acquire new skills and develop character traits which will equip them for life. We support our boys and girls wholeheartedly as they embrace with conviction and enthusiasm the rich extra-curricular opportunities available to them. As a school, we believe that the privilege of excellent education brings with it responsibility and we send young people out into the world who are ready to make a real and positive contribution to society.

Four ‘Houses’ named after the School’s founders, Percival, Pears, Wollaston and Winkworth, offer community structure across all ages. The majority of teaching is on one site with facilities including music technology and ICT suites, dance and theatre studio and hall with the latest audio-visual technology and, most recently, a new dedicated STEM room. The School has two senior computer laboratories and a junior computer room. Teaching rooms are equipped with interactive whiteboards and in many rooms, the latest interactive televisions and projectors. There are bespoke resources for learning and for play, including an environmental pond, eco garden, vegetable beds, outdoor classroom, fire-pit and mud kitchen. On-site sports facilities include swimming pool, climbing wall and gymnasium, strength and conditioning room, and outdoor multi use games area. At our nearby sports ground, Coombe Dingle, which is shared in partnership with the University of Bristol, there are international standard pitches, tracks and courts.
The Diamond Model
Clifton High was the first school in the South West and is the only school in Bristol to follow the Diamond Edge Model of Education. Issues relating to gender and education have been debated for many years and it is widely accepted that boys and girls learn better in single-sex groups for certain subjects. It is also clear that young people benefit from interacting with both genders at all stages of their education and development. The Diamond Edge Model is where boys and girls are taught together until Year 6, then in Years 7-9 are taught separately in subjects where this is most beneficial and together in other subjects where mixed work is productive, before coming back together for Years 10-13 to study their chosen examination subjects for GCSE and A level. We believe that this offers the best of all worlds both socially and academically, allowing boys and girls to thrive and achieve their full potential.

Nursery School to Year 6
Our Nursery School currently has one class of children. There are two or three classes in all other year groups from Reception to Year 6. The curriculum is informed, but not constrained by the National Curriculum and the school chooses to enrich rather than accelerate learning. We are proactive in providing children with plentiful opportunities for self-discovery and make the most of the talented teaching from right across the school. Children from Nursery School to Year 6 benefit from specialist teaching and facilities in our sports, science, art, design technology, music, languages and enhanced learning departments. Children in Years 5 and 6 are also taught by specialist mathematics teachers.

Years 7-9
Clifton High School is now well established in its delivery of the Diamond Edge Model of education. This model has proved to be highly popular amongst pupils and their parents, offering single-sex teaching when it is most beneficial, together with opportunities to interact socially amongst pupils and their parents.

Years 10-11: GCSE
Our pupils achieve superb examination results. A broad curriculum, small class sizes and excellent teaching are instrumental in this. At GCSE, pupils are encouraged to take nine subjects, including the separate sciences. They also have a comprehensive Life Skills and Competencies programme.

Sixth Form
Our Sixth Form is a centre of excellence within the School. Academic performance is high, both in terms of students achieving outstanding grades but also in terms of those who exceed expectations and do better than predicted. We offer a flexible and broad curriculum with courses running subject to demand; students may also complete an EPQ and have access to a full extra-curricular programme. All students follow the School’s bespoke ‘Futures and Skills Programme’; the support Clifton High students receive in terms of their UCAS applications is second to none. Typically, over 80% of students achieve their first choice of university.
Extra-Curricular and Co-Curricular

There are over 100 weekly extra-curricular activities at Clifton High School ranging from Young Contrarians, Astronomy and Animation to Fencing, Drama and Taekwondo. The School actively encourages pupils to partake in activities to ensure a range of skills are being developed and individual talents are nurtured. The School welcomes many specialist coaches and has developed unique partnerships with outside sporting associations which provide our pupils with elite coaching and player pathways into participation up to international standard. Pupil performance in music and drama is exceptional. There are a wide range of musical ensembles to choose from and an annual school theatre production and school concert. The Junior School performs regularly in the Shakespeare Schools Festival.

International Pupils and Students

Clifton High School welcomes international pupils and students and operates a host-family boarding scheme for those students who are 16 or over. Bristol is home to large French-owned companies and, as such, has a growing population of French professionals. Clifton High School has met this need and is the only school in the South West that operates FECP, allowing French pupils to follow the French and English curriculum concurrently. Additional support is given from a well-structured English as an Additional Language (EAL) Department.
Department Overview

Aims
Clifton High School maintains strong traditions, valuing sport as an essential area in the holistic development of its children and pupils. There are many opportunities for children and pupils to extend and develop their sporting skills and interests within the curricular lessons and extensive extra-curricular programme. A full schedule of competitive team sports are offered along with high level swimming, cross country, athletics and tennis fixtures. Clifton High takes pride in sport and children and pupils have achieved considerable success in team and individual sports at local, national and international level. Talented pupils are entered for county trials, local, regional and national tournaments and our support network for the pupils is highly regarded.

The Department aims to support lifelong involvement in sport and exercise and use is made of the School’s extensive sporting facilities. Unique partnerships with the University of Bristol and Henleaze Swimming Club allows clear collaboration in the sporting vision, and joint use of coaches from both establishments provides consistency and clear player pathways into elite competition. With an extensive array of contacts within Bristol and the wider area, pupils of all abilities have the opportunity to access sports across every ability range.

The School can cater to all levels of sporting ability and sport plays an integral role in the life and education of children and pupils at Clifton High School. From Year 2, every child is encouraged to participate in team games to develop their physical competence, teamwork and confidence in a competitive environment. Children are involved in competitive fixtures with other schools from Year 3 up to Year 13. Every pupil in Years 1 –6 has an hour and a half of Games activities and a single 50 minute lesson of Physical Education and a single 50 minute lesson of Swimming per week. Pupils in Years 7 – 9 receive an hour and a half of Games activities and a single 50 minute lesson of Physical Education or Swimming per week. Pupils in Year 10 and 11 have one single 50 minute Physical Education and Swimming lesson per fortnight plus an hour and a half of Games activities per week. Students in the Sixth Form can choose either Games or fitness sessions twice a week, with a strong emphasis on developing the first team sports. AS Level Physical Education is a popular subject that Clifton High School is offering from September 2018.
The major sporting activities on offer are:

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<tr>
<th>Rugby</th>
<th>Hockey</th>
<th>Netball</th>
<th>Football</th>
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<tr>
<td>Swimming</td>
<td>Tennis</td>
<td>Cricket</td>
<td>Rounders</td>
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<td>Volleyball</td>
<td>Tumbling</td>
<td>Climbing</td>
<td>Basketball</td>
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<td>Gymnastics</td>
<td>Badminton</td>
<td>Synchronised swimming</td>
<td>Trampolining</td>
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<td>Water polo</td>
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**Facilities**
The Coombe Dingle Sports Complex, which is owned jointly with the University of Bristol, is a ten minute minibus ride from the school. Fixtures in hockey, netball, football, rugby, cricket and athletics are all held there along with Games lessons in team sports, making use of the excellent facilities. Surfaces include RFU approved 3g artificial pitch, professional grade water and sand based artificial pitches, multiple grass pitches, outdoor and indoor tennis courts. A link on our website provides a location map and a virtual tour.

On site facilities confirm the importance of sport at Clifton High School. These include;

- An indoor 25m heated swimming pool with spectators’ mezzanine
- A gymnasium with trampolining facilities, tumbling track, climbing wall and indoor space for wet weather programmes
- A brand new strength and conditioning suite (new for September 2018)
- A large grassed lawn area with a long jump pit
- An all weather floodlit multi use games area for tennis, netball, basketball, five-a-side and other court sports

**Staffing & Coaching**
The Department is led by the Head of School Sport and Extra-Curricular, with a separate Head of School Games (Boys) and the Head of School Games (Girls). There are two other full time teachers within the Department and all members contribute to the teaching of sport from Year 1 to 13, with emphasis on their activity specialisms. There are several professional specialist sports coaches that assist with the coaching of rugby, swimming, tennis, fencing, dance and tae-kwon-do. Teachers from other Departments also run after school clubs such as basketball and running club.
Sports Leaders Awards
The Department runs a Sports Leaders Award Programme for Year 10 pupils as part of the School’s Life Skills and Competencies Programme.

House Tournaments
The School has four pastoral ‘Houses’, named after the School’s founders, Percival, Pears, Wollaston and Winkworth and all pupils join a House in Year 3. House tournaments are organised in all major sporting activities giving pupils a further opportunity to develop their competitiveness whilst working with others who do not necessarily play in a school team. The tournaments are organised at the end of each term and prove ever popular with pupils and staff.

Overseas Tours
Overseas tours are arranged for all competitive sports, including skiing. The annual trips are provide the pupils with different challenges and lifelong memories of competing for their School in different cultures and environments. In recent years, Clifton High School have successfully competed in Italy, France, Barbados, USA and Portugal.

The next school sports tour takes place in February 2019. This will be a hockey and rugby tour to Italy.

Fixtures
Clifton High School has an extensive range of highly competitive fixtures against other local and regional schools, both during the week after school and on Saturday mornings. Teams compete in hockey, netball, rounders, rugby, football, cricket, cross country, athletics, swimming, tennis, waterpolo and equestrian.

Annual Sports Events
A Sports Day for the whole school is held at the end of the Summer Term and this traditional event is hugely popular with pupils and parents. A Sports Celebration Evening is held for our older pupils, involving guest speakers, dinner and a full awards ceremony. Invitational tournaments are often hosted by the School showcasing the sporting talent at Clifton High School.
The School Ethos and Aims

Our Ethos
We aim to produce young people with the ability to think independently, who have a strong belief in themselves, confidence to pursue their ambitions and the resilience, flexibility and adaptability to succeed whatever life presents.

Our Aim
At Clifton High School, our aims are based around five key areas:
- Teaching and Learning
- Standards and Expectations
- Self-development and Adaptability
- Communication
- Business of Education
Independent Schools Inspectorate

Quotes from the Integrated Inspection Report February 2016

“The qualifications they gain and the skills they develop enable pupils, on leaving the Sixth Form, to proceed to courses at a variety of universities and other higher level institutions, a large majority of which have very demanding entrance requirements”.

“Pupils throughout the School, including the Sixth Form are highly enthusiastic about and have responsible attitudes towards their studies and their participation in extra-curricular activities”.

“The curriculum fulfils the School’s aim of providing an inspiring and challenging environment that fosters curiosity, creativity and confidence, and hence contributes significantly to pupils’ excellent personal development and achievement”.

“The pupils are able to choose from a wide range of courses at both GCSE and A level. In the pre-inspection questionnaire, responses and discussions with pupils and parents indicated that they are highly satisfied with the range of subjects offered”.

Clifton High School
co-educational nursery school to sixth form
HEAD OF GAMES (BOYS)

FURTHER DETAILS

We must all aim high and expect excellence, drive for results and quality with an attention to detail.

We must all continually learn new skills, show innovation and initiative and be able to adapt as the need arises due to external or internal changes.

We must all focus our actions and priorities on excellence in the teaching and learning of our children and young people.

We must all appreciate that we are a business and each has a responsibility to promote and market Clifton High School and its vision actively and with confidence.

We must all communicate well in respect of the language we use, in both the written and spoken word.

Culture of Safety
ACCOUNTABILITIES AND DESCRIPTION OF POST

HEAD OF GAMES (BOYS)

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<th>JOB TITLE:</th>
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1. GENERAL QUALITIES

The Head of Games (Boys) will be responsible for the further development of the sporting provisions at Clifton High School. The individual and the role he or she takes will occupy a critically important position as the visionary and instigator of change in all matters relating to Physical Education, working closely with the Head of Games (Girls) and the Head of School Sport and Extra-Curricular.

Clifton High School has a well-established reputation and proud history of sport and the successful candidate will join a forward thinking and thriving department that enjoys an impressive sporting reputation as well as excellent sporting facilities. Physical Education is extremely important in maintaining a healthy lifestyle developing resilience and acquiring new skills. Sport, in conjunction with extra-curricular activities provide significant opportunities for our pupils to enquire, choose, participate, enjoy and in most cases master new individual and team skills.

In addition to the responsibilities held by this role, the successful candidate will also be an excellent teacher, articulate, inspiring, confident, stable and supportive with effective and innovative people-management skills. He or she will have stamina, energy and drive in abundance, with the ability and determination to drive forward the standard of boys’ sport at Clifton High School, raising achievement to the highest levels, through good teamwork, adaptability, excellent management and inspirational leadership. The Head of Games (Boys) will have Line-Management responsibilities within the department and will have significant input into the delivery of sport in line with our vision of realising individual brilliance.
SAFEGUARDING
The Clifton High School teacher will be committed to Safeguarding and promoting the welfare of children and young people across this 3-18 School, both in and out of the School when in their charge and care. She or he will also ensure that any volunteers they have engaged to work with the children and young people are also committed to Safeguarding and are fully aware of the School’s policies and procedures beforehand.

2. MAIN RESPONSIBILITIES:

TEACHING AND MANAGING PUPILS’ LEARNING
The Head of Games (Boys) will ensure that:

- There is full curriculum coverage, continuity and progression in all subjects for all pupils, including those up to international standard and those with special educational needs
- Teachers are clear about pupils’ learning objectives in lessons and can assess and understand the sequence of teaching and learning in their subjects
- Guidance is provided on the choice of appropriate teaching and learning methods to meet the needs of the subjects and of different pupils
- All the teaching in the department enables pupils to develop physical literacy and personal characteristics and to learn more effectively with increasing independence
- All pupils understand the importance of representing School sport to the best of their ability

ASSESSMENT AND EVALUATION
The Head of Games (Boys) will be able to:

- Analyse and interpret relevant evidence to revise policies, refine departmental practice, raise expectations and targets and improve teaching methods
- Oversee and implement clear policies and practices for assessing, recording and reporting on pupil achievement, using this information both to recognise success and to assist pupils in setting targets for further improvement
- Monitor the progress made in achieving subject plans and targets, evaluate the effects on teaching and learning and use this analysis to guide further improvement

PUPIL ACHIEVEMENT
The Head of Games (Boys) will be able to:

- Establish clear targets for pupils’ achievement and evaluate progress and achievement by all pupils, including those with special educational needs
- Use data effectively to identify pupils who are underachieving and, where necessary, create and implement effective plans of action to support those pupils
- Support pupils on the talented in sport register to reach and surpass their potential with tailored support and programmes
3. **KNOWLEDGE AND UNDERSTANDING:**

The Head of Games (Boys) will know and understand:
- What constitutes excellence in teaching and learning
- The main strategies for raising pupils’ achievement
- The importance of developing a competitive fixture list against selected opposition skills
- The curricular development points of all sports, with a focus on rugby, hockey, gymnastics and swimming

4. **COMMUNICATIONS:**

**RELATIONS WITH PARENTS AND THE WIDER COMMUNITY**

The Head of Games (Boys) will be able to:
- Establish positive relationships with parents to involve them in their child’s learning, as well as providing information about curriculum, attainment, progress, targets and fixtures
- Continue to develop effective external links in order to extend and enrich the department and the School as a whole, enhance teaching and develop pupils’ wider understanding and opportunities
- Communicate effectively, orally and in writing, with parents, external agencies and the wider sporting community in Bristol, district and national partnerships

5. **RESPONSIBILITY FOR:**

**PLANNING AND SETTING EXPECTATIONS**

The Head of Games (Boys) will be able to:
- Set expectations and targets for staff and pupils in relation to standards of pupil achievement and the quality of teaching
- Working with the Head of Sport and Extra-Curricular and the Head of Games (Girls), establish short, medium and long term department development plans which:
  - Contribute to whole-school aims, policies and practices
  - Are based on a range of comparative information and evidence, and in particular, the attainment of pupils
  - Identify realistic and challenging targets for improvement
- Be understood by all those involved in putting the plans into practice
- Be clear about action to be taken, timescales and criteria for success
• Work with the appropriate colleagues, to ensure that individual education plans are used to meet the learning needs of pupils with exceptional learning needs, and that those plans set subject-specific targets and that work is well matched to pupils’ needs
• Think creatively and imaginatively to anticipate and solve problems and to identify opportunities
• Make full use of additional opportunities for curriculum enrichment
• Organise full boys’ School fixture lists
• Advise on all matters related to boys’ sport within the School
• Plan and organise all Physical Education lessons curriculum maps from Years 1 up to Thirteen
• Oversee assessment criteria and use of assessment books from Year 5 to 11

MANAGING AND DEVELOPING STAFF AND OTHER ADULTS
The Head of Games (Boys) will be able to:

• Effectively line manage and develop staff
• Help staff achieve constructive working relationships with pupils
• Create effective and supportive staff teams
• Establish clear expectations and constructive working relationships among staff, devolving responsibilities, delegating tasks and evaluating practice, all within a framework of clearly understood professional accountability
• Undertake Performance Management of staff as required by school policy and use the process to develop the personal and professional effectiveness of teachers
• Ensure that new teachers are appropriately monitored, supported and assessed in relation to defined professional standards and requirements of the job description
• Lead professional development through example and support, and co-ordinate the provision of high quality professional development by methods such as coaching, drawing on other sources of expertise as necessary, for example, higher education, and subject associations

MANAGING RESOURCES
The Head of Games (Boys) will be able to:

• Manage staff and resource requirements, reporting to the Head of School Sport and Extra-Curricular
• Allocate available resources with maximum efficiency to meet the objectives of the school improvement plan and subject plans
• Organise and co-ordinate the deployment of learning resources, including information and communications technology, and monitor their effectiveness
• Maintain existing resources and explore opportunities to develop or incorporate new resources from the wide range of sources inside and outside the school
STRATEGIC LEADERSHIP

The Head of Games (Boys) will be able to:

- Create a strong and shared sense of a unified and vibrant department
- Develop and implement policies and practices to ensure the department’s success in meeting objectives and targets, and about department-related professional development plans

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post.
# PERSON SPECIFICATION

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### ASPECTS

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<th>Skills and abilities</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td></td>
<td>Qualities which are essential to the satisfactory performance of the job and without which an applicant cannot be appointed</td>
<td>Qualities additional to those described as essential which may enhance your application. This is not an exhaustive list and you may add anything you feel is relevant to your application for the role.</td>
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<td></td>
<td>Proven ability to work as part of a team and performance manage staff through excellent interpersonal skills</td>
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<td>Excellent verbal and written communication skills</td>
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<td>High level teaching skills and an excellent practitioner in the subject</td>
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<td>Provide leadership to achieve excellence</td>
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<td>Ability to work in collaboration with Senior Leadership</td>
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**Assess by**

- AF = application form
- T = Teaching
- I = Interview
- Strong communication skills to facilitate effective teamwork

**Knowledge**
- Excellent subject knowledge
- Knowledge of current national initiatives
- Understand the use of data in improving pupil performance
- Excellent analytical skills

**Experience**
- Experience of effective leadership and line management of a team
- Experience of monitoring academic progress by the use of data tracking and target setting to raise attainment and identify under-performance
- Experience of competing at County level competition or higher

**Qualifications and Professional Development**
- Degree and QTS
- Demonstrably up-to-date in Physical Education pedagogy

**Personal competencies and qualities**
- Commitment to the Safeguarding of our pupils
- Excellent analytical skills and interpersonal skills
- Willingness to undertake training as required
- Flexibility to undertake any other responsibilities as many be reasonably required by the Head of School commensurate with this post
- A willingness to be involved in the wider life of Clifton High School
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<thead>
<tr>
<th>Attitudes and Outlook</th>
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<tbody>
<tr>
<td>• Boundless energy and vision</td>
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<td>• Ability to work under pressure and a capacity for hard work</td>
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<td>• Ability to appreciate the needs of the whole School</td>
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<td>• Positive and proactive approach to continuous improvement</td>
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<td>• Commitment to Saturday sport</td>
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