

### The P.E. Department

LEH prides itself on being the ideal school for highly academic girls who love sport and want to take it seriously. The PE Department consists of six full time staff (one of whom is a member of Senior Management), who all specialise in one sport, while sharing the teaching of all aspects of the Physical Education curriculum.

The summer curriculum consists predominately of athletics, rounders and tennis. Rowing is also very popular and successful, and is available from Year 8 as an additional sport. This is delivered by a team of specialist full and part-time coaches. There is a varied options programme at Key Stage 4 in the summer term involving softball and cricket amongst others, as well as off-site activities. Throughout the year all students participate in lacrosse, netball, gymnastics, dance, swimming, athletics, trampolining, fitness and badminton.

Team fixtures, practices, and sporting clubs take place at lunchtimes, after school and occasionally at weekends, and an allowance for these extra commitments is made within the timetable. The school competes at the highest levels across almost all of these sports and we are ambitious to be even more successful. The school sits in 24 acres of open space in Hampton, West London, which gives ample space for fields. We have six all-weather, floodlit netball courts, four lacrosse pitches, a 25 metre swimming pool and a sports hall. A building project currently underway, and due for completion by September 2017, will see our swimming pool upgraded, and additional spaces and features added to the Sports Hall. Nearby on the River Thames is a boathouse which we share with Hampton School - the boys' school next door. It is fair to suggest that our sports facilities are second to none in London, which puts us at a distinct advantage over our neighbours and sporting rivals! It is also fair to say that we know we can achieve even more success, given this standard of support.

We are very proud of our frequent success at County, Regional and National level. Netball teams consistently qualify for Middlesex Finals in all age groups and we have been Middlesex champions on numerous occasions. We have been successful at Regional Rounds of the Netball Nationals and have had teams qualify for National Finals. Our current goal is to qualify routinely for National Netball Finals, and ultimately to be National Champions. Our lacrosse teams are frequently County Champions, and at Nationals, the school usually ranks within the top four lacrosse schools in the country: we have been U19 finalists and semi-finalists in the past four years. Our rowers frequently represent GB and have had numerous successes in the National Schools Competition.

## General Teaching Job Description

- To plan, prepare and teach lessons as required by the department.
- To set homework and mark written work regularly and ensure that the correct procedures are followed if work is missing, incomplete or late.
- To set, supervise and mark school examinations and course work for public examinations.
- To assess, record and report on the development, progress and attainment of pupils and to communicate this information to parents via written reports and Parents' Evenings. To provide written information for the UCAS and other similar forms.
- To provide guidance and advice when subject choices are made.
- To review methods of teaching and programmes of work and participate in arrangements for further training and professional development.
- To contribute to departmental extra-curricular activities.
- To consult your line manager about any problems occurring over academic matters, such as aspects of the curriculum or the syllabus for GCSE or A-level.
- To keep records of attendance at lessons as required.
- To keep records of books distributed.
- To encourage as much use as possible of the school libraries and other resources.
- To invigilate and undertake administration associated with public examinations.
- To maintain good order and discipline among pupils and safeguard their health and safety.
- To consult Assistant Heads or Form Tutors about serious discipline problems or any other difficulties pupils may cause, or may appear to be having.
- To contribute to PSHE and General Studies programmes as required.
- To attend Departmental, Year, Staff, Parents' and Inset meetings.
- To attend assemblies.
- To provide cover for absent staff, especially within the department, and to carry out other duties as required.
- To act as a Form Tutor if required.
- To adhere to school policy on safeguarding and update training as required.
- To ensure the safeguarding and well-being of children and young people at the school in accordance with school policies.

***Lady Eleanor Holles School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.  
All applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service(DBS).***

## Teacher of P.E. Person Specification

	Essential	Desirable	Assessment via application form/ interview/lesson observation/written task
A strong academic background and a good degree in Sports Studies or other related subject	✓		Application form
A teaching qualification e.g. PGCE		✓	Application form
An ability to coach school teams in a variety of sports to a high level	✓		Application form Lesson observation
Experience of teaching and coaching athletics, tennis and rounders to a high level		✓	Application form
Excellent teaching, communication and interpersonal skills	✓		Lesson observation
A willingness to participate in the programme of extra-curricular activities, fixtures and trips, including those occasionally at weekends and after school (3 evenings per week)	✓		Interview
Excellent written and spoken English	✓		Written task Interview
Efficiency and reliability	✓		Interview
Active support of the ethos and aims of the school	✓		Interview
Committed to the safeguarding and well-being of children and young people	✓		Interview

An application pack is available from the school's website [www.lehs.org.uk](http://www.lehs.org.uk)

Applications must be made on the school's own form, together with a covering letter or supporting statement, and should be sent to [personnel@lehs.org.uk](mailto:personnel@lehs.org.uk).

CVs will not be considered and should not be submitted.

**The closing date is noon on Wednesday 22<sup>nd</sup> March 2017.**

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