

ROKEBY SCHOOL JOB SPECIFICATION

Head of Physical Education

Role outline:

The Head of Physical Education (PE) is responsible for organising and arranging all aspects of curriculum PE and in particular: Athletics, Cross-Country, Gymnastics, Swimming and Tennis. The role includes assisting the Director of Sport in managing the department as part of the overall sports programme for the school. The role holder will also be a Games (Sports) teacher with weekly commitments to teaching and supporting the wider school's sports programme.

Key responsibilities:

The role includes the following:

- working with the Director of Sport to ensure the Physical Education programme of study is in line with the aims of the school and considers National Curricular requirements
- responsibility for the specific subject area of PE and to ensure consistency and continuity in the planning and delivery of the curriculum and schemes of work within it in liaison with the Director of Sport
- producing the appropriate schemes of work for the whole school
- development of Physical Education through extending participation and enjoyment amongst pupils in a range of activity areas
- monitoring and developing the quality of teaching/coaching in all Physical Education and the progress of pupils
- reporting to the Director of Sport regarding the timetable and operation of the PE Department
- helping to develop components of the PE syllabus including events such as Athletics, Cross-Country, Gymnastics, Swimming and Tennis, resulting in an extension to the competitive opportunities
- developing gymnastics and all aspects of movement as part of a full PE syllabus
- playing a full and active role in the Extra-Curricular sporting programme
- responsibility for Health and Safety matters with regard to Physical Education
- preparation of the annual departmental budget in association with the Director of Sport
- maintaining the Physical Education section of the Sports Departmental Handbook
- contributing to the Sport Development Plan in respect of Physical Education
- close liaison with the Director of Sport regarding the dissemination of information within school

The Head of PE will also teach Games (sports) and PE throughout the school as required by the Headmaster and any other subjects such as the Headmaster deems appropriate and in keeping with the Head of Physical Education's experience and skills.

Standards and expectations

A member staff must satisfy the requirements of the school's expectations and standards.

Line Management

Director of Sport

Jason Peck
Headmaster

January 2018