



## HAMPTON COURT HOUSE

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### HEAD OF SPORT – JOB DESCRIPTION

Hampton Court House is situated opposite Hampton Court Palace, adjacent to Bushy Park. The school occupies a three-hectare site within landscaped grounds. There are 250 day pupils from pre-school to year 13. Hampton Court House welcomes pupils from all backgrounds and nationalities.

The Head of Sport leads provision throughout the school teaching all ages from 3 to 16. An interest in physical development at all stages from EYFS through to adulthood is therefore essential.

Hampton Court House's sporting philosophy is to help our pupils to find sports or activities which become passions for life - and then providing engaging programmes to foster them. These sporting passions will be founded on a comprehensive, evidence-based physical education, designed to encourage a joy of movement, develop strength and robustness, overcome fear, and understand the benefits of a physically healthy lifestyle.

At Hampton Court House, improving in sport is more important than winning. We celebrate personal bests. We value progression in fitness, technique, skill and game understanding over winning. We understand and foster the desire to win - a healthy sense of competition is imbued and nurtured from an early age - whilst the sense of self-improvement and development through team work and individual accomplishment is prized above all. Better to lose a game and improve than to win but not develop.

Participation and inspiration are intrinsic to our Lower Years teaching, whilst mastery and competition are fundamental to our Upper Years. Throughout their time at Hampton Court House we expect our pupils to demonstrate the school's values through sport.

We provide pupils with the opportunity to pursue certifications within the curriculum, as external validation and recognition of their achievements.

The school has a natural grass playing field; a multi-sport outdoor hard court; a multi-use indoor space which can accommodate gymnastics, table tennis and movement literacy activities; access to Bushy Park for cross-country running. Arrangements with local centres provide swimming and fitness facilities. Our proximity to the River Thames provides potential for rowing and Olympic lifting via a partnership with a local club.

Hampton Court House attracts and *supports* aspiring elite athletes – we provide an academic base, but we allow flexibility and ask only limited commitment to representing the school at sport, in order to allow them to focus on their out-of-school training and competition programmes.

# **RESPONSIBILITIES OF THE HEAD OF SPORT**

## **General**

- Under the line-management of the Second Master (Deputy Head Co-curricular), provide leadership and development for all areas of PE and sporting activity, including: coaching, operations, facilities and equipment
- Ensure provision of appropriate sports and activity programmes to engage all pupils in sports and other physical activities, including fixtures with other schools
- Maintain and further develop links with the surrounding community and external sporting bodies
- Encourage inter-school links through tournaments, festivals, coaching courses and seminars
- Attend and contribute to the Senior Leadership Team as required
- Develop and enhance Hampton Court House's reputation for sport
- Teach/coach individuals, groups and classes as required.

## **Staffing**

- Line manage, develop and appraise the sports staff
- Advise the Headmaster on all sports department appointments
- Have overall responsibility for the staffing and management of the school's programme of games
- Be responsible for the appointment of coaches
- Liaise with the Deputy Head on INSET for specialist sports staff and lead on cross-curriculum collaborations to bring sport to life in related academic subjects.

## **Management and Administration**

- Apply best business practices to all of the Sports department's activities, including but not limited to: planning; procurement; staff recruitment and project management
- Create and manage relationships with providers and partners
- Develop an inter-house matches/competitions programme
- Liaise with the Headmaster and Bursar on the sports budget and other matters related to capital expenditure
- Chair the Sport department meetings
- Provide timely reports to the Second Master, Senior Leadership Team and Governing Body on progress against the agreed strategy and other matters.

## **Operations, Facilities and Equipment**

- Ensure that risk assessments are completed, and Health and Safety standards are monitored and maintained
- Maintain repair and maintenance logs
- Approve, monitor and develop sporting tours

## **Communication and Publicity**

- Liaise with the Marketing Department to ensure the timely publication of all matters pertaining to sport on the school website
- Ensure articles and reports are written for the Headmaster's newsletters and the Annual Report as required
- Advocate the school's sporting philosophy, internally and externally, especially with parents
- Draft and publish a Hampton Court House Sports handbook annually
- Draft and publish selection policies for school squads, match-day teams and events.