

Thomas's Academy Job Description

Job title:	Specialist Teacher for Physical Education
Whole school area of accountability:	Teaching and learning responsibility for Physical Education
Grade:	Standard national scale in line with the current <i>School Teachers' Pay and Conditions</i> document plus TLR2
Responsible to:	Deputy Head Teacher (Curriculum)
Supervisory responsibility:	Indirect supervisory responsibility for all class teachers within the context of Physical Education teaching.

Main purpose of the job:

- To lead specialist Physical Education lessons for classes of pupils across the school
 - Be an excellent PE teacher to act as a role model for other class teachers
 - To ensure that PE has a high profile around the school
 - To promote pupils' achievements in PE to parents and the wider community
 - Assist in the smooth running of the school at all times
 - Be responsible for the learning and achievement of all pupils in the classes ensuring equality of opportunity for all
 - Be responsible and accountable for achieving the highest possible standards in work and conduct
 - Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
 - Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
 - Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current *School Teachers Pay and Conditions Document and Teacher Standards (2012)*
 - Take responsibility for promoting and safeguarding the welfare of children and young people within the school
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Duties and responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current [School Teachers Pay and Conditions Document](#). Teachers should also have due regard to the Teacher Standards (2012). Teachers' performance will be assessed against the teacher [standards](#) as part of the appraisal process as relevant to their role in the school. In addition carrying out the duties of a class teacher, the post holder receives a TLR2 for PE.

Leadership and management

- Support and implement the vision and ethos of the school
- Contribute to, implement and evaluate the success of School Development Plan relevant to your TLR area
- Together with SLT, lead on the school self evaluation process for your TLR area, monitoring of school standards and bringing about improvement
- Write and maintain a subject SEF and a set of policy documents relevant to your subject
- Promote cross curricular approaches to teaching and learning and support other teachers in developing the Physical Education elements of their IPC units.
- Be an effective role model for other teachers in terms of teaching, behaviour and classroom management
- Lead and manage any other PE staff such as sports coaches etc. to ensure that they also support and implement the vision and ethos of the school.

Teaching and learning responsibility

- Lead Physical Education teaching across the whole school
- Have overall responsibility and accountability for Physical Education, ensuring curriculum continuity, consistency, balance, match and progression
- Deliver a PE curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be accountable for the attainment, progress and outcomes of pupils' you teach and to develop and maintain an assessment system to track children's skills development
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study

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Manage resources

- To ensure that spaces used for PE lessons are safe and appropriate whenever in use.
- Manage, monitor and accurately account for any budget for your area.
- Evaluate, organise and monitor the use of PE resources

Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self control and independence of all learners
- Carry out playground and other duties as directed and within the remit of the current *School Teachers' Pay and Conditions Document*
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures

Team working and collaboration

- Liaise and collaborate with specialist teachers from Thomas's London Day School
- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Cover for absent colleagues within the remit of the current *School Teachers' Pay and Conditions* document
- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies
- Make a positive contribution to the wider life and ethos of the school

Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well being, refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

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Administration

- Register the attendance of and supervise learners, before, during or after school sessions as appropriate
- Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions Document*

Other

- Take the lead responsibility in organizing a range of extra curricular opportunities for pupils after school.
- Take a lead responsibility for visiting sports coaches and the sessions they run with pupils
- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the headteacher

Note

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but will be reviewed annually.

Signature of post holder

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Date

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Signature of headteacher

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Date

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