EATON HOUSE THE MANOR PRE-PREPARATORY SCHOOL

JOB DESCRIPTION

Assistant Sports Teacher

We are currently looking for a highly motivated and enthusiastic individual to join the Sports Department in this happy and successful boys' school.

DUTIES OF THE POST

- To support the teaching of all forms (Reception to Year 3) Games and P.E. The key sports are Football, Cricket, Athletics and Swimming.
- Report to the Head of Sport.
- To referee/umpire matches against other schools and internal House fixtures.
- To support the running of the annual Sports Day.
- To maintain good order, discipline and respect for others among pupils; to promote understanding of the school's rules and values; to safeguard health and safety; and to develop relationships with and between pupils conducive to optimum learning.
- To build and maintain co-operative relationships with parents, and communicate with them on pupils' learning and progress.
- To provide oral and written assessments, reports and references for individuals and groups of pupils.
- To take part in the life of the school by attending assemblies and supervising pupils at play and lunch.
- To contribute fully to the extra curricular life of the school.

The School has its own Salary scale that is reviewed annually. The DfES Pension scheme is available to all staff.

The post-holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the school's child protection officer or to the Headteacher (if different).