

## **CHANNING SCHOOL**

**Head of Junior School Physical Education and Sport**

**To commence April 2019**



## **Channing School**

### **Information about the post for candidates**

#### **The School**

Ever since its foundation in 1885, Channing has been known as a happy and successful community. Our ethos and setting give pupils both security and a sense of their own significance: we recognize all achievements, of whatever nature, and hope each girl here knows she is valued as an individual. We aim to encourage scholarship, integrity, altruism and independence; to give girls the confidence, qualifications and skills they will need in life; and to send our leavers out ready to respond as thoughtful, responsible and socially aware adults to the challenges of the world today.

We aim to remain true to the ideals of our Unitarian foundation, to develop spiritual sensitivity and understanding and in particular to foster respect and consideration for the whole range of human faiths and beliefs.



#### **Academic achievement**

Academic results are excellent – GCSE and A Level results details consistently place us amongst the top schools in the UK. Virtually all our sixth formers go on to University, or to Art College, some after a gap year. Girls also excel in a very wide range of co-curricular and extra curricular activities, and especially in Music, Drama, Sport and Art.

#### **Community spirit**

The Head and members of staff know every girl personally and as an individual. We have a strong family tradition and an enthusiastic and supportive parents' association. The atmosphere is calm, focussed and purposeful. We set high standards emphasising concern and respect for the needs of others. A major feature of the school is the huge diversity of the extracurricular activities on offer to pupils and it is expected that all staff will contribute to this side of the life of the school. Opportunities exist for involvement in cultural, dramatic, sporting and intellectual pursuits and we like staff to assist in areas where they have a genuine interest and enthusiasm.

#### **Exceptional setting**

The school is in an attractive part of Highgate, with convenient transport links by road and underground. Visitors are often surprised at how light, green and open our site is. We have preserved the character of the older buildings, but completely refurbished and redesigned them to provide bright and spacious teaching rooms. Our ambitious £13m building programme, completed in 2017, has provided us with excellent dining facilities, a Music School, a new Sixth Form Centre, Sports Hall with fitness suite and a state-of-the-art Performing Arts Centre.



#### **The Vacancy**

We seek to appoint a Head of Department who will continue to develop the wide range of sporting activities and lessons throughout the Junior School, teaching from EYFS to KS2 (300+ girls).

The successful applicant will possess a passion for delivering exemplary PE and Sports opportunities to girls, passing on a real enthusiasm for the subject and embedding an interest of its lasting value.

All staff are responsible, in every aspect of their work, for implementing and promoting the school's core values of courtesy, care and consideration for everyone in our community. Equally, we all have a responsibility to make sure that each girl is challenged and extended, so that her education is a fulfilling and a satisfying experience for her.



The post holder will be accountable to the Head of the Junior School for the delivery of PE and Sport within the Junior School. The post holder will also be expected to liaise directly with the Director of Physical Education and Sport Development, at the Senior School, to ensure the co-ordinated delivery all PE and sporting activities across the school.

## Outline Job Description

### Responsibilities

- To lead Physical Education and Sport in the Junior School.
- To develop and prepare programmes of study, reviewing these regularly to ensure efficient and effective learning takes place.
- To assess pupils' work and report on pupils' progress.
- To plan and organise fixtures, transport and catering for Junior School sport.
- To communicate effectively with the school community, ensuring that they are fully informed of routines, events and fixtures.
- To be responsible for before school, lunchtime and after school coaching of sports in the Junior School.
- To coordinate the provision of sports and games within the Junior School extra- curricular programme.
- To work closely with all members of the PE department to achieve departmental and whole school aims.
- To directly manage the other full time PE teacher within Junior School.
- To liaise with the local School Sports Partnership to involve the pupils in relevant county competitions and pathways.
- Lead trips to a variety of sporting events to introduce the girls to successful female role models.
- To work with the Director of PE and Sport Development to ensure the best use of school sporting facilities.
- Participate in the general well-being and professional development of the staff of the school so as to help maintain and improve the ethos and performance of the whole school.
- Liaise closely with the other members of the Early Years and Key Stage teams within the Junior and Senior school.
- Keep the Head of the Junior School informed about meetings with parents, events and fixtures.
- Foster form spirit, co-ordinate charity fundraising and ensure high standards of tidiness and organisation within the classroom and cloakroom areas.
- Lead termly assemblies according to staff rotas.
- Help the girls to organise themselves and their possessions and ensure that the PE areas are an attractive, well-ordered environment in which to work.
- Ensure the maintenance of equipment, resources and sports facilities with due regard to health and safety.
- Participate in the selection process for children entering the Junior School.
- Provide before school, lunchtime and break-time supervision according to staff rotas.
- Contribute to the delivery of Sports Leadership Programme in the Senior School to Y10 students in order for girls to support teaching in the Junior School.
- Contribute to the teaching of PE and Sport in KS3 & 4, where appropriate
- Undertake other such specific duties appropriate to the general purpose of a teaching post which may from time to time be reasonably assigned by the Head of the Junior School.
- To plan, prepare and execute a safe and enjoyable Sports Day in the Summer term.
- To organise and deliver an engaging Healthy Schools Week with a variety of activities and speakers.



## Person Specification

### Experience / Qualifications

- Qualified teacher with experience of teaching Physical Education in a Primary School setting.
- Commitment to extra-curricular activities and fixtures.
- Experience using ICT to enhance teaching.
- Awareness and understanding of stages of development from EYFS to KS2 and beyond.
- Commitment to enable pupils of all abilities to fulfill their potential.

### Skills, knowledge and abilities

- Evidence of good classroom practice and excellent teaching.
- Ability to manage children firmly, fairly and effectively.
- Evidence of successful mixed ability teaching and participation in curriculum development.
- Excellent communicator, both verbal and written.
- Good organisational and administrative skills.
- Ability to meet deadlines and show good attention to detail.
- Motivated and committed to raising achievement.
- Innovative and positive attitude.
- Ability to work as a team member and to form good working relationships with colleagues.
- Good personal presentation.
- Excellent record of attendance and punctuality.

### Attributes

- Initiative and self-motivation.
- Proactive and flexible working approach.
- Robust constitution and high energy levels.

It is expected that all members of the teaching staff will be able to contribute fully to the life of the school through participation in the pastoral and extra-curricular activities programmes, which are an integral part of a teacher's role in an independent school community.

The salary for this position will be commensurate with the qualifications and experience of the successful candidate and above national scales.

### Visits/Informal discussions

Interested parties are very welcome to visit the school or to discuss the post with the Director of Physical Education and Sport Development on the telephone. Please contact the Bursar's Assistant by email ([rwhite@channing.co.uk](mailto:rwhite@channing.co.uk)).



## Applications

Applications are to be made via **TES.com** using the **Channing School application form**, accompanied by a CV. A CV will not be accepted in place of the completed application form.

Incomplete application forms will be returned to the applicant where the deadline for completed application forms has not passed. The application form may be downloaded from the website <http://www.channing.co.uk/staff-vacancies>

Please note that once you submit an application via TES the system will automatically retain your details for a period of six months. If you are unable to submit your application via TES please email it to [rwhite@channing.co.uk](mailto:rwhite@channing.co.uk)

**Deadline: Tuesday 20th November**

**Interviews: Monday 26th November**

*Channing School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. To assist in this, the school follows a formal recruitment procedure for the employment of all staff which adheres to the recommendations of the Department for Education (DfE) in "Safeguarding Children and Safer Recruitment in Education" and the school's Child Protection Policy. A copy of this procedure is available on request.*

*Subject to statutory provisions, no applicant will be treated less favourably than another on the grounds of a protected characteristic. Ability to perform the job will be the primary consideration.*