**Please note the school does not accept cvs and only consider completed application forms for shortlisting.**

We believe that exceptional teaching, combined with a modern curriculum inside and outside the classroom, provides the best stimulus for children to become inquisitive, open-minded and creative learners and achieve beyond exams.

We cater for a wide range of abilities and learning styles, achieving strong results at GCSE and A Levels. More importantly, our students come to school with a smile and are proud to be part of the Portland Place School community.

The school is looking for an enthusiastic and skilled teacher with an interest in Dance and Netball required to cover a maternity leave from September 2018 for two terms. The successful applicant will be able to deliver the normal aspects of KS3/5 PE and join a large and vibrant PE department.

The post is suitable for an NQT or experienced teacher for whom the school provides the ISTIP route. The salary will be in line with mainstream sector but in the Alpha Plus Scale.

**Job Description**

**JOB DETAILS: Teacher of Physical Education (Maternity Cover)**

**Job Title: Teacher of Physical Education Reports to: Head of Sports Faculty**

**Location: Portland Place School**

**JOB PURPOSE**

Physical Education is taught to pupils at KS2, KS3, KS4 and 5. The successful candidate would be expected to teach all aspects of Physical Education in the school, running extracurricular clubs, essential to have knowledge of examination assessment procedures at GCSE and A Level.

**RESPONSIBILITIES**

**Teaching and Learning:**

* Planning and preparing courses and lessons in accordance with the syllabuses of the school and examining boards.
* Teaching the pupils allotted to her/him in accordance with their needs and at the times specified by the school.
* Setting, marking and assessing the work (including examinations) of pupils.
* Monitoring pupils’ progress.
* Reporting on pupils’ progress to the Head of Department or Form Tutor, Deputy Head or Headmaster as appropriate.
* Recording marks and grades according to the school’s policy.
* Attending department meetings and following the Head of Department’s guidelines.
* Keeping abreast of her/his subjects and developing skills by reading and attending courses as appropriate.

**General Duties:**

* Undertaking the duties of Form Tutor.
* Attending and participating in regular meetings.
* Upholding the pastoral constitution of the school; demonstrating concern for the pupils’ safety, psychological well-being, standard of behaviour, appearance, attendance and punctuality.

**SKILLS AND EXPERIENCE REQUIRED**

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| --- | --- | --- |
| **Area** | **Criteria** |  |
| **Skills, Knowledge and Experience** | Ability to plan and deliver outstanding, exciting and innovative lessons  Experience of teaching Physical Education at KS3, KS4 and KS5  Ability to lead extra-curricular activities  Excellent and up-to-date subject knowledge | Essential  Essential  Essential  Essential  Desirable |
| **Qualifications** | A good degree including Physical Education  A PGCE qualification | Essential  Essential |
| **Qualities** | Creative, enthusiastic and inspirational teacher  A passion for sport and for educating children  Willingness to participate in and take responsibility for trips  Commitment to working as part of a team | Essential  Essential  Essential  Essential |

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| **SAFEGUARDING**  APG is committed to safeguarding and promoting the welfare of children and young people and as an  employee of APG you are expected to share this commitment. The protection of our students’ welfare is the responsibility of all staff within APG Schools and individuals are expected to conduct themselves in a way  that reflects the principles of our organization. All staff are required to undertake vetting & compliance via the DBS service. |

JOB DESCRIPTION AGREEMENT

Job Holders signature: Date:

Manager’s signature: Date: