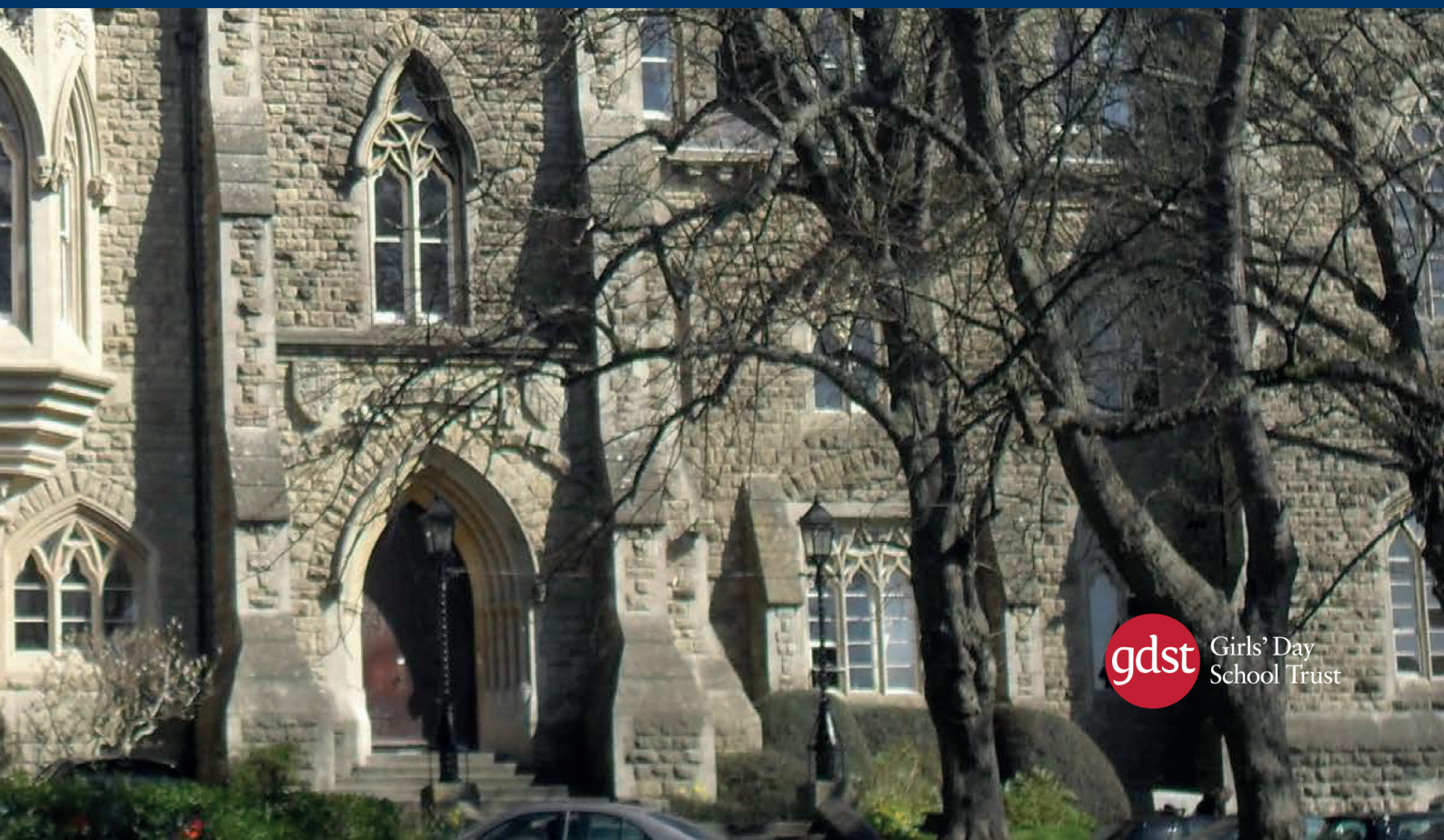




The
Royal High
School Bath

Director of Sport

Full time
Required from September 2018



Girls' Day
School Trust

From the Head

Dear Candidate,

Thank you for your interest in the post of Director of Sport at The Royal High School Bath. This is an exciting role and it offers the right candidate the fantastic opportunity to continue to develop our sporting offer. You will find more information in the attached pack but I wanted to give you a sense of the context of this appointment.

As a Girls' Day School Trust (GDST) school, we are part of a group of 23 leading independent girls' schools and 2 academies educating around 20,000 girls in the UK today. We are unique within the group as the only school to offer boarding and the IB alongside A Levels. Our values mirror those of the GDST: Girls First, Bold, Principled and Networked.

The Royal High School is a strong community and we are all aware that we are very fortunate to be working in this school and in the beautiful UNESCO world heritage city of Bath. RHS girls are able, committed and successful but they are also grounded, friendly and great fun. We achieve very good results (this year, 54% A*-A, 74% A*-B at A Level and 41% A*, 72% A*-A at GCSE and an average of 39 points in the IB).

At RHS, we are entirely committed to providing an outstanding, contemporary, girl-centred education and are seeking to ensure a dynamic learning experience inside and outside the classroom, with plentiful opportunities for girls to try new things and take risks in a safe environment. We also want our girls to develop as happy, fulfilled and confident young women who leave in Year 13.

Sport is a key part of our offer in both the Junior and Senior schools, and the current post holder has had a significant impact over the past 3 years. She is now relocating and taking up a role in another GDST school, but the positive foundations have been laid for a new Director of Sport to build on. We are continuing to invest in the physical facilities with additional courts and a new fitness suite/dance studio planned which will be complete by September 2019.

We are now seeking to appoint a person who is passionate about girls' sport, who will stretch and challenge the most able while championing the importance of physical fitness for all. We are looking for someone who can bring innovative thinking and commitment to the role, who has a clear ambition and enthusiasm for girls' education in the C21st and who will be fully involved in the life of the school.

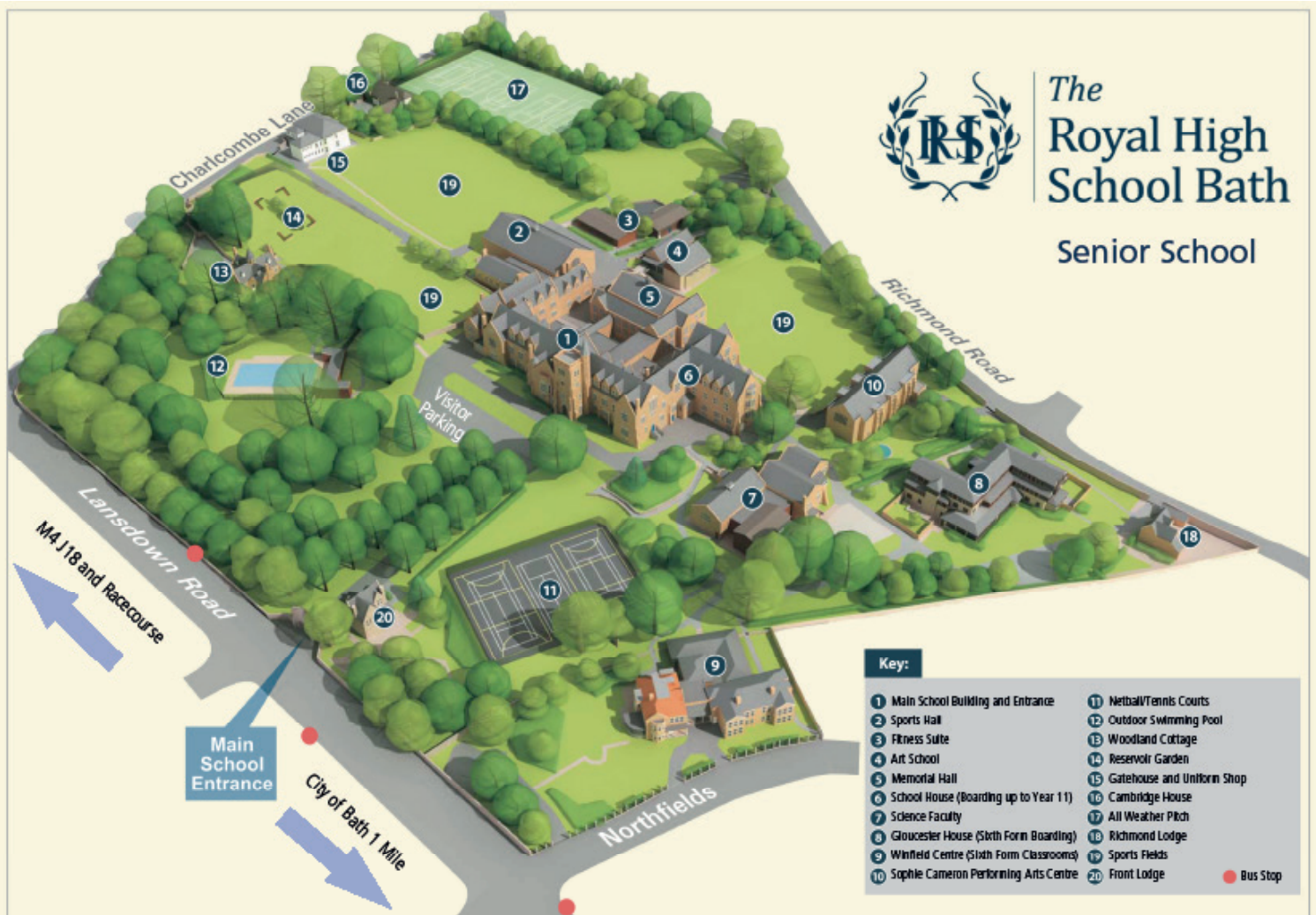
If you have any further questions, please do not hesitate to ask and thank you again for your interest in this post.

Best wishes,
Mrs Jo Duncan
Head



The Royal High School Bath

Senior School



Key:

- | | |
|---|-------------------------------|
| 1 Main School Building and Entrance | 11 Netball/Tennis Courts |
| 2 Sports Hall | 12 Outdoor Swimming Pool |
| 3 Fitness Suite | 13 Woodland Cottage |
| 4 Art School | 14 Reservoir Garden |
| 5 Memorial Hall | 15 Gatehouse and Uniform Shop |
| 6 School House (Boarding up to Year 11) | 16 Cambridge House |
| 7 Science Faculty | 17 All Weather Pitch |
| 8 Gloucester House (Sixth Form Boarding) | 18 Richmond Lodge |
| 9 Winfield Centre (Sixth Form Classrooms) | 19 Sports Fields |
| 10 Sophie Cameron Performing Arts Centre | 20 Front Lodge |
- Bus Stop

Job Description

Role: Director of Sport

Accountable to: The Head via the designated line manager (e.g. link member of SLT).

Responsible for: All PE teachers and sports coaches (inc Junior School)

Job Purpose

To take responsibility for the leadership and management of Sport/PE across the Royal High School (Junior and Senior School) to ensure that excellent standards of teaching and coaching are delivered; resources and facilities are deployed efficiently; the profile of sport at is raised further and the department plays a central role in the co-curricular offer at RHS.

Accountabilities:

1. Policy/Strategic direction and development

- a. Contribute to whole school policy-making and strategic planning as required by the Head
- b. Review the strategy for Sport/PE in light of whole-school developments
- c. Work with GDST/SLT on the development of facilities, contributing to business cases/presentations/planning processes as required
- d. Prepare, monitor and update annual departmental operational plans in consultation with colleagues across both schools
- e. Further develop the profile of RHS Sport to ensure that it is seen positively by current and prospective parents
- f. Develop relationships with existing partners e.g. University of Bath and forge new ones
- g. Liaise with the Assistant Head (Co-Curricular and Student Well-Being) and Head of Boarding to ensure a comprehensive co-curricular sporting/well-being offer for all girls in the school

2. Leadership and Management of Others

- a. Lead and manage the department, recruiting, inducting, developing, deploying, motivating and appraising members of the department to ensure that they have clear expectations of their roles, and that high performance standards are achieved and maintained
- b. Chair departmental meetings to ensure that they are used effectively to review performance and actions are recorded and implemented
- c. Introduce initiatives to raise the profile of student sport leadership throughout the school
- d. Ensure that all Health & Safety regulations are strictly adhered to by all members of the department
- e. Ensure that appropriate liaison with medical team is conducted by all members of the department
- f. As required, represent Sport/PE to Governors and to SLT
- g. Actively promote interest in the subject outside the immediate physical and timetabled confines of the department.

3. Teaching and Learning

- a. Promote excellence in teaching and learning to ensure all pupils develop their potential and are equipped for life beyond school
- b. Exemplify in own practice the skills of teaching and learning typified by lead professionals, and ensure that good practice is shared throughout the department
- c. Ensure that schemes of work are used, reviewed and modified to enable the maintenance and development of high standards of teaching and learning
- d. Ensure that teachers and coaches are monitoring pupils' performance to ensure high standards are achieved and progression is sustained
- e. Keep up-to-date with developments in the PE curriculum education in general to ensure that best practice is adopted within the department
- f. Ensure that the delivery and development of the curriculum is effective in meeting the needs of all pupils

- g. Support and advise elite sportswomen as necessary
- h. Lead on the recruitment of students to GCSE and A level PE courses
- i. Ensure that a varied programme of sports is available to support physical literacy of Sixth Form students
- j. Liaise with Dance Coordinator to ensure development of dance in the PE curriculum (to include GCSE Dance)
- k. Ensure that all teachers and coaches are mindful of pastoral matters relating to students
- l. Be a champion for well-being and physical literacy throughout the school, liaising with other stakeholders (internal e.g. catering and external e.g. activity providers) to ensure these matters have a high profile throughout the school
- m. Contribute to the broader life of the school by supporting and leading curricular and co-curricular events as appropriate
- n. Be a form tutor in Main School (Years 7-11)

4. Fixtures, Co-curricular and GDST Activities

- a. Liaise with other schools to ensure that a varied and beneficial fixtures programme (weekdays and Saturday mornings) is in place and can be supported with practical arrangements e.g. transport, permissions, catering
- b. Develop range of teams and increase the profile of teams for sports fixtures
- c. Liaise with the Head of Junior School PE to ensure provision in place to develop skills and opportunities for younger students
- d. Work with Assistant Head (Co-Curricular and Student Well-Being) and Heads of Key Stage to ensure high levels of take up of physical/sports activities throughout the year groups
- e. Organise and lead sport-related residential and overseas trips as appropriate e.g. GDST residential trips, ski trip etc.
- f. Support GDST sports initiatives including Trust Athletics and GDST Hockey Weekend (hosted by RHS Bath)
- g. Oversee the organization and planning of Sports' Day in conjunction with Assistant Director of Sport and Head of Junior School PE

5. Marketing and external links, including public occasions

- a. Actively promote Sport/PE within the school community to encourage pupils' interest in the subject areas
- b. Ensure that regular, accurate reports are set to both external and internal comms outlets (inc social media)
- c. Contribute to the positive promotion and marketing of the school and the GDST in the local and wider community
- d. Lead the department's contribution to marketing events and external links
- e. Support the Director of Marketing and Outreach in developing partnerships within local community in support of Sport and PE

7. Monitoring, evaluation & assessment

- a. Ensure that within the department individual pupil progress is regularly assessed, recorded and reported and used to inform future teaching and coaching
- b. Ensure that teachers and coaches are monitoring pupil progress through the use of performance and benchmarked data to ensure that high standards of learning are achieved and maintained
- c. Ensure that the department adheres to all assessment and reporting requirements of the school e.g. attendance at academic evenings, reports etc

8. Training & development of self and others

- a. As a lead professional set personal targets and take responsibility for own continuous professional development
- b. Ensure that training needs within the department are identified, appropriately met, and that all members of the department are active in their own personal and continuous professional development

General Requirements

All school staff are expected to:

- a. Work towards and support the school vision and the current school objectives outlined in the School Development Plan.
- b. Contribute to the school's programme of co-curricular activities.
- c. Support and contribute to the school's responsibility for safeguarding students.
- d. Work within the school's health and safety policy to ensure a safe working environment for staff, students and visitors.
- e. Work within the GDST's Diversity Policy to promote equality of opportunity for all students and staff, both current and prospective.
- f. Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues.
- g. Engage actively in the performance review process.
- h. Adhere to policies as set out in the GDST Council Regulations, HUB and GDST circulars.
- i. Undertake other reasonable duties related to the job purpose required from time to time.

Review and Amendment

This job description should be seen as enabling rather than restrictive and will be subject to regular review.

Person Specification

Skills Required

Leadership skills: the ability to lead and manage people to work towards a common goal	Essential
Decision making skills: the ability to solve problems and make decisions	Essential
Teamwork: the ability to work collaboratively with others to reach a common goal	Essential
Communication skills: the ability to make points clearly orally and in writing and understand the views of others	Essential
Self-management and organisational skills: the ability to plan time effectively and organise oneself well	Essential
High levels of performance / experience in key school sports – hockey, netball and athletics	Essential

Knowledge Base

Excellent professional knowledge and understanding Excellent subject knowledge	Essential
Understanding of national and examination curricular requirements of the subject	Essential
Up to date with professional developments in the subject and other aspects of education	Essential
Understanding of local context for sport at the Royal High School	Desirable

Qualifications/Attainment

Qualified teacher status		Essential
Good honours degree	First or Upper Second	Essential
Sports'/coaching qualifications		Desirable
Experience of teaching GCSE/A level PE		Essential
Recent experience of playing representative sport – ideally netball or hockey	Club, regional, national level	Essential

Experience

Experience as a subject teacher covering KS3-5		Essential
Experience of teaching A level and GCSE in the subject for at least 2 cycles		Essential
Experience of organising or participating in extra-curricular activities		Essential
Experience of participating in or leading a whole school initiative		Essential
Significant successful experience as a subject leader or Head of Department		Desirable

Attitude/approach

Ability to enthuse children, adults and parents		Essential
Possess a positive attitude and approach to change and development		Essential
High levels of energy and a strong, demanding coaching style		Essential
Flexible and firm with the ability to know when to be either		Essential

Enjoy rising to the challenges inherent in a school environment	Essential
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Lifelong learner	Essential
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Our School

The Royal High School is an academically selective, independent day (3-18) and boarding (11-18) school for approximately 620 girls. Junior and Senior Schools are both situated on the northern side of Bath, enjoying commanding views of the city and with good access to the A46 and M4. 140 boarders aged 11-18 live on the senior site in two boarding houses. The Sixth Form College is on the same site as the Senior School.

Committed to both academic excellence, the school and outstanding care, boasts excellent results at GCSE and post 16 level and there is demand for places. Sixth Form students choose between A level and the International Baccalaureate Diploma. Our latest Independent Schools Inspection report can be downloaded here:

www.royalhighbath.gdst.net/our-school/results-and-inspections/inspection-reports/

We are understandably proud of our facilities at the Senior School and Sixth Form, which contribute to the exceptional quality of care that we provide.

We have a stunning Art School; a Sixth Form café; a fitness suite, a Sixth Form building and newly refurbished boarding houses; two Performing Arts Theatres (The Sophie Cameron Performing Arts Centre and The Memorial Hall); The Hudson Centre for lectures and meetings; a Summer swimming pool, tennis/netball courts and a newly refurbished astro; a well stocked library and a Media Centre.

The Media Centre links the technological aspirations of the girls with the aspirations of the school and builds on our enriching curriculum. For the school, accredited with the ICT Mark, it recognises our commitment to using the latest digital platforms and channels to enhance learning. We introduced BYOD (Bring Your Own Device) in September 2017.

The Junior School relocated in January 2014 to Cranwell House in Lower Weston which is a Grade II Victorian Mansion. The facilities offer first class opportunities to challenge and stimulate the girls with their learning. Within the main house, which is the base for our pupils from Nursery to Year 4, the girls have access to a 'Discovery' room, a creativity area and music practice rooms. The Hope Building (our stunning new build) houses the multi-purpose hall, creative arts and dance studios and the Year 5 and 6 classrooms. All girls throughout the school use their spacious, well-equipped classrooms alongside the beautiful grounds which offer enormous potential for outdoor learning and exploration.

Application Process

Please complete an application form and return this and Forms S2 and S22 to the Head, via our HR Adviser Sophie Cox, enclosing a letter supporting your application.

The deadline for application is Friday 16th February 2018 at 10am.

For further information, please contact Miss Sophie Cox, HR Adviser, at sophie.cox@rhsb.gdst.net

The Royal High School Bath Lansdown Road
Bath
BA1 5SZ
Tel: +44 (0) 01225 313877
Web: <http://www.royalhighbath.gdst.net>

Interviews

Will be held on Friday 23 February 2018 and will include a panel interview, meeting the PE team, the Junior School Head and Head of PE, a lesson observation and a task.

Salary

This is an Middle Leader 4 post on the GDST scale and the starting salary will be in accordance with skills and experience and will be no less than £44,000.

Safeguarding checks

All appointments in will be subject to two satisfactory references, Disclosure check by the Disclosure & Barring Service, medical fitness for this role and evidence of identity and qualifications. All the above checks must be completed before beginning work in the school. In the unlikely event of an unsatisfactory report being received following the issuing of a contract, the offer of appointment will be terminated without notice.



The Junior School



The Junior School - Cranwell House



The
**Royal High
School Bath**

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