



# Phoenix House International School

## **Job Description**

### **Prep School Specialist Teacher - PE (Age 5-11)**

#### **Professional Responsibilities**

The PE Teacher will be required to exercise her/his professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:-

#### **1. Development of the school**

- Support the vision, positive ethos and policies of Phoenix House International School and strive to develop the fitness and PE skills of all students.
- Work with the year group teams to make PE connections when implementing innovative, thematic schemes of work.
- Support the development and on-going review of the school's curriculum.
- Support the evaluation of the effectiveness of the school's performance and policies.
- Support the development of the school's assessment procedures.
- Keep abreast of UK and global educational developments in line with the needs of the school.

#### **2. Teaching and Learning**

- Ensure high standards of PE teaching, learning and attainment for all pupils in games, dance and gymnastics.
- Plan and prepare stimulating, challenging and enjoyable PE lessons which take into account the thematic and language-rich curriculum of the school and the individual abilities of pupils.
- Give immediate oral/written feedback to pupils about their learning so that they know how to improve.
- Assess, record and report on the PE development, progress and attainment of pupils.
- Use data effectively to improve pupil experiences and outcomes.
- Provide guidance and advice to pupils on educational, social and emotional issues when necessary.
- Maintain high standards of behaviour in all PE lessons and events.
- Communicate and consult with the parents/carers of pupils about their child's progress.
- Communicate and cooperate with external PE and sport venue agencies.

#### **3. Management**

- Inform and manage TAs in support roles in PE lessons when available.
- Work closely with colleagues to maintain excellent communication and high standards across the school.

#### **4. Other Specific Responsibilities**

- Contribute to house life as a staff house member.
- Support termly residential trips to enhance and encourage the skills and experience of all pupils.
- Arrange PE events, competitions and fixtures, throughout the year between houses, and with other schools and organisations
- Ensure a broad range of PE clubs are available throughout the week.
- Participate in continuing professional development (CPD) activities.
- Participate in arrangements made by the school for the review and management of performance.
- Maintain and develop links with parents, other schools, educational institutions and the wider community, in order to extend the PE opportunities for all the pupils.
- Attend and participate in assemblies.
- Run PE enrichment activities and clubs before/during/after school/during the weekend.
- Contribute to and attend the whole school community and house events throughout the year.