

**Job Description:
Teacher of PE & Games**



The Teacher of PE & Games is accountable to the Director of Sport.

Specific Responsibilities:

- Teach/coach timetabled PE and Games lessons across Key Stages 3 to 5.
- Teach consistently high quality lessons in all areas up to and including practical and theory GCSE, AS and A-Level PE lessons.
- Mark and assess pupils' work within both practical and academic PE lessons and maintain the relevant tracking records on the School systems.
- Contribute to the planning of Departmental Schemes of Work and Programmes of Study.
- Contribute to the strategic planning for the Department.
- Coach/referee and umpire/accompany school teams throughout the School year for all sports during after School training sessions and at weekends, as per the training schedule/fixture list or as required by the Director of Sport.
- Assist Heads of House in running House sport events during the School day including occasional lunchtimes.
- Contribute to the organisation/running of major departmental events, including but not restricted to: Sports Day, Swimming Galas and the Sports Award evening.
- Maintain discipline as per School Policies and procedures, recording merits and sanctions as appropriate.
- Use the School Management Information System to report on pupil progress in termly grading and End of Year written reports.
- Develop resources for staff and pupils to utilise and be able to manage interactive communications with parents.
- Update professional knowledge and expertise as required under guidance from the Director of Sport.
- Availability and willingness to assist with Sports Tours during school holiday periods.
- Attend and contribute to all Saturday fixture and training events as required by the Director of Sport.

Other:

- To be aware of and abide by all the School's policies, in particular safeguarding.
- To assist at school functions and with extra-curricular activities.
- To carry out teaching responsibilities as assigned in the School Timetable.
- To perform such other duties as may be required by the Principal.

This job description will be reviewed as and when necessary in accordance with the needs of the School.