



**GEORGE
SALTER
ACADEMY**

Job Description – Postholder in PE

Job Title: Postholder with responsibility for KS3 PE,
Enrichment and Community Development

Reporting to: Assistant Principal—Curriculum and Standards

- To be accountable for the learning and achievement of all students in KS3 PE
- To provide high quality leadership and management for all KS3 PE learning programmes and ensure there are well managed structures to support the learning schemes.
- To develop effective partnerships and further community links to secure high levels of student progress and participation in KS3.
- To be accountable for the learning and achievement of all students in KS3 PE
- To lead and develop a high quality Physical Education extra-curricular programme which promotes high levels of participation
- To lead and develop a clear Football development plan that builds participation and excellence in young people as players, coaches and referees
- To develop effective partnerships and further community links to secure high levels of student's progress and participation in KS3
- To work with SLT and Middle Leaders to develop and implement an Academy wide enrichment charter including a comprehensive extra-curricular programme across all departments in the Academy and track, monitor and evaluate student attendance
- To develop strong Community links which are mutually beneficial for the students and engaging groups with a particular emphasis on local Football development.

To at all times safeguard the students well-being and follow all child protection/safeguarding policies rigorously.

To follow the Academy QA monitoring programme for assessment recording and reporting for KS3 PE

Monitoring Performance to ensure high standards are attained and maintained in KS3 PE programmes (Academy Development Plan)

- To monitor and evaluate the learning and teaching of the subject in KS3 PE courses, to identify good practice and areas for improvement using Go 4 Schools.
- To use data effectively to ensure that all students in KS3 PE courses are making good progress in their learning and achieving well, using Go 4 School, for
 - ◇ Data to set targets for year, teaching group and individual students.
- To devise and implement an annual monitoring cycle in KS3 PE courses to include:
 - ◇ Staff planning/forecast sheets
 - ◇ Lesson observation
 - ◇ Reports
 - ◇ Environment
 - ◇ The accuracy of assessment across the department
 - ◇ Learning walks.
- To monitor the effectiveness of the Departmental Development Plan in KS3 PE courses and collate the findings into the next departmental Self Evaluation Form.
- To discuss monitoring outcomes in KS3 PE courses and agree further action to meet Key Performance Indicators through the weekly meetings with the Head of Department.
- To discuss progress in developing effective learning schemes and agree further action to meet Key Performance Indicators through the weekly meetings with the Head of Department.
- To identify to Head of Department the best learning pathways for students of all needs (SEN, G and T, EAL, Looked After Children and Ethnicity).

Monitoring is to take place using the guidelines given in the SLT and Departmental Monitoring Programme. Monitoring will generate 'Action to Take' reports and amended Departmental Development Plans. All outcomes of monitoring and evaluation to be collated in the departmental Self Evaluation Form.

Postholder in PE

Providing High Quality Leadership and Management of Learning and Subject Development

- To ensure continuity and progression in the schemes of learning from Year 7 to Year 8 PE courses
- To ensure that relevant research and inspection evidence informs the development of schemes of learning.
- To ensure that a wide range of learning activities are central to the development of schemes of learning.
- To ensure that schemes of learning in KS3 PE effectively
 - ◇ develop students' **thinking skills and personal competencies**, , problem solving and team working skills.
 - ◇ signpost Every Child Matters issues including **Spiritual, Moral, Social and Cultural** development (including enterprise and citizenship education)
 - ◇ implement in KS3 PE courses whole school policies on target setting, classroom management, homework, rewards, equal opportunities and Health and Safety
 - ◇ embed good practice in KS3 PE courses in Assessment for Learning strategies
 - ◇ results in lessons in KS3 PE which are differentiated and always make effective use of Individual Education Plans.
- To ensure that lessons in KS3 PE are well supported by other extra curricular activities and trips.
- To support the development of schemes of learning in KS3 PE through a well focused plan of teacher peer support, coaching, mentoring and development to ensure that good practice is identified and shared so that learning and teaching are never less than good, and mostly outstanding.
- To ensure robust arrangements for marking and recording/tracking student progress in KS3 PE in line with the Academy policies for Marking and ARR.
- To be accountable for the professional development of the PE team in preparing PE learning schemes in KS3, particularly the areas of planning, differentiation, and behaviour management.
- To ensure all staff know what resources are available to support learning in KS3 PE and systems are in place for the sharing of these resources.

High Quality Team Leadership, Management and Deployment of staff and resources.

- To create a climate which motivates staff regarding KS3 PE
- To contribute agenda items to the PE Department meetings regarding Year 7 and 8.
- To ensure the implementation of the Academy and department rewards policies in KS3 PE.
- To ensure the department is well resourced in KS3 PE within the budgets allocated.
- To discuss progress in developing leadership and management of staff, deployment of staff and resources and agree further action to meet Key Performance Indicators in KS3 PE through the weekly meetings with the Head of Department.
- To represent the Head of Department when required and appropriate.

Developing partnerships the Pastoral Team to secure high level of student progress.

- To work with members of the Pastoral Team when student's progress in KS3 PE is limited by negative attitudes, misbehaviour, unsatisfactory attendance or punctuality, long term illness or other factors so that effective, appropriate intervention strategies can be put into place.
- To be the first point of referral for student misbehaviour during department lessons in KS3 PE; to organise a system of sanctions to ensure maximum student behaviour and performance.
- To ensure the implementation of the Academy and department rewards policies.

Additional agreed responsibilities.

To mentor PGCE students in PE

In addition to the above, all Postholders are required to fulfil the general duties of a main scale teacher.

Such other duties appropriate to the grade of the post as the Principal may from time to time reasonably determine.

Signed as correct. Date

Postholder in KS3 PE