



St George's Catholic Voluntary Academy

JOB DESCRIPTION: PHYSICAL EDUCATION COACH

The postholder will agree major objectives with the Headteacher. These objectives will include:

1. Achieving the highest possible standards of education for pupils in PE across the school.
2. The creation and development of whole school policies and programmes to meet the needs of all pupils and to improve the level of achievement and engagement in PE/Sports provision for pupils across the whole school;
3. Establishing and exercising a clear leadership and management role in relation to PE

PURPOSE OF THE JOB

To plan and teach PE to all classes in the school. To provide a comprehensive and engaging range of extra-curricular and competitive sports opportunities across school. To actively promote and teach the adoption of healthy life styles for all.

RESPONSIBLE TO: Senior Leadership

LIAISON AND CO-OPERATION:

The practitioner will work in liaison, contact and co-operation with:

- Other members of staff:
- External Agencies
- Parents, governors and the local community
- Outside organisations who provide support the delivery of PE and extracurricular sports provision in the school- coaches, dance teacher etc.

POLICY AND LEGAL FRAMEWORK

- School policies and guidelines on the curriculum and school organisation;
- LA policies and guidelines

SPECIFIC DUTIES:

PE SUBJECT LEADER ROLE

Curriculum:

- Plan and teach outstanding PE lessons to all classes
- Ensure the school follows a comprehensive PE scheme of work which enables clear progression of skills across a broad, balanced and inspirational PE curriculum

- Organise, establish and run a broad timetable of exciting extra-curricular PE clubs/opportunities
- To provide opportunities for pupils with talent in PE, including developing key teams and participation in interschool and intraschool competitions
- To organise special PE events, eg sports days, skipping week, dance week etc
- Prepare materials and resources to deliver the curriculum effectively (including clearly identified aims and objectives which are shared with the children).
- Be responsible for teaching and learning and the selection of suitable materials.
- This includes the selection and provision of appropriate resources and strategies for SEND pupils and for gifted pupils and groups of pupils.
- Contribute to the annual review of the curriculum and advise senior leadership in preparation for the next academic year.
- Implement whole school initiatives that reflect the school's key priorities.

Assessment, Reporting and Support:

- Ensure the efficient administration of pupil assessment and feedback, consistent with the assessment policy of the school.
- Maintain pupil progress data electronically, its analysis and development of numerical target setting. Report findings and subsequent improvement strategies to senior leaders and the Headteacher.
- Ensure the identification of children who are experiencing difficulties and that effective support is provided.
- Identify children who are gifted and talented within any curriculum area and ensure teachers are aware of additional needs and support to be given.
- Keep track of pupil participation in extracurricular sports provision and work hard to engage a greater number of pupils.

Finance and Resource Management:

- Ensure regular audits, in liaison with support staff, of the school's resources: oversee appropriate usage, storage and security of equipment.
- Identify and purchase resources from the subject budget.

Personnel:

- Ensure that appropriate subject induction for sports coaches is carried out and support provided where necessary.
- Support the school's performance management policy as appropriate.
- Contribute to the support, career development, professional development and training of members of the team, teaching assistants (learning), sports coaches and visiting student teachers.
- Ensure adherence to school policy regarding relevant health and safety regulations and report any concerns to the Health and Safety Officer.