Teacher of Physical Education
Maternity Cover
March 2020
The School

Knowing and nurturing our pupils as individuals has always been the mission of Rye St Antony, recognising their unique talents, individual strengths and extraordinary potential.

Excellent teaching and exemplary pastoral care, supported by superb facilities and a wide range of opportunities, allow our pupils to thrive academically and personally. We want them to love learning and to be curious and creative. From the youngest Nursery children to the impressive young women of our Sixth Form, Rye pupils learn to think, to question, to express themselves, to value what is truly important, and to use their education to go out into the world to make a difference.

In the Prep School pupils learn numeracy, literacy, science, the humanities, computing, music, drama, sport and languages. Our small class sizes enable teachers to meet the individual needs of every pupil and we offer a broad and diverse curriculum. Our standards at Key Stage Two in reading are well above the national average, and pupils consistently perform above the level expected for the age in reading.

In Senior School, pupils study the core curriculum subjects of English, Mathematics, Religious Studies and the Sciences, and French, Spanish and Latin are offered to all. The Humanities are also taught within the main curriculum. Pupils excel at Drama, Art and Design, Sport, Music and Food and Nutrition – all important components of the curriculum, and subjects for which there are ample opportunities for further exploration within our enrichment programme. Girls can choose from 17 GCSE and 24 A Levels as they progress through the school. On average, they will go on to take 10 GCSEs and three A Level subjects alongside an Extended Project Qualification (EPQ) or Leiths Introductory Certificate in Food and Wine.

Enrichment is an important component of life at Rye, providing a perfect balance with academic learning. Our extensive and imaginative range of enrichment activities are created to fit girls’ interests whilst helping them to accept challenges and grow in confidence and self-awareness.

Classes in Sixth Form are small and intimate – similar in style to university tutorials and pupils are expected to question, challenge and discuss, learning to think independently. Resources include excellent IT facilities, study centres, the school library and organised visits to conferences, study centres and exhibitions relevant to each course.

The school is based in twelve acres of beautiful woodland and is only one mile from the centre of Oxford with all the attractions, theatres, galleries and museums that the city has to offer. It was founded in 1930 by Elizabeth Rendall and Ivy King who were inspired to start a Catholic school in Oxford during a visit to the Sussex town of Rye and its Church of St Antony. The school began in Hamilton Road, soon moving to Woodstock Road and then in 1939 to Headington when Langley Lodge was acquired. The Croft and The Cottage were purchased in 1945, and a steady programme of building and refurbishment has followed. Our latest additions include a new entrance and reception area, the Henwood technology building and a wonderful new Reception classroom with an adjacent outdoor classroom.

The school is committed to safeguarding and promoting the welfare of children and young people, and all staff and volunteers are expected to share this commitment. All applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service.

Please see the website (www.ryestantony.co.uk) for further information.
The Post

The School seeks to appoint an enthusiastic and well-qualified Teacher of Physical Education with a passion and commitment to sport to cover a maternity leave within the department. The successful applicant will show initiative and have the ability to inspire pupils across the ability and age range to make progress and enjoy being physically active.

The facilities of the Physical Education Department are as follows:
- large purpose-built sports centre with fitness suite
- all-weather courts (three netball courts / six tennis courts)
- hockey pitch and athletics track
- outdoor heated swimming pool
- 7-a-side astroturf

Physical Education is taught throughout the School from Reception Class to Year 13. The Department has worked hard to develop a broad and balanced curriculum in order to foster enjoyment of physical activity for all pupils. Core activities include hockey, netball, rounders, athletics, swimming, tennis, dance, gymnastics, health-related fitness, badminton, cross country, trampolining and outdoor education. An options programme is run in Years 11, 12 and 13.

There is a full calendar of weekday fixtures and occasional weekend commitments. Team practices and clubs are held mainly during lunchtimes, with some taking place after school. Teams are run in hockey, netball, badminton, tennis, rounders, swimming, athletics and cross country.

Key responsibilities of the post will include:
- Teaching Physical Education across the age range
- Acting as Prep School Physical Education Coordinator and liaising with the Head of Physical Education in the development of the whole-school Physical Education curriculum and the extra-curricular programme, and developing links with other local schools and sports providers
- Assisting with assessment, tracking and report writing
- Assisting with the organisation of inter-house events
- Helping with the annual review of the Physical Education Department’s work and assisting with the preparation of the Department’s annual development plan
- Assisting with lunchtime and after-school, clubs and fixtures, and taking responsibility for individual activities, as required
- Promoting and maintaining high standards within all areas of the main curriculum and the extra-curricular programme
- Helping ensure that all activities, whether on-site or off-site, are organised in accordance with the school’s Health and Safety Policy and the Department’s health and safety policy
- Attending all relevant Staff Meetings, Parents’ Meetings and Departmental Meetings
- Undertaking responsibilities as a Form Tutor, if required

Ethos and School culture
- Promoting and supporting the School’s Catholic ethos.
- Focusing on the formation of each pupil, knowing pupils as individuals and promoting the dignity of all in the school community.
• Promoting and strengthening the School’s safeguarding culture, and ensuring the wellbeing and growth of every pupil.
• Fostering a culture of respect, responsibility and commitment.
• Being consistently encouraging, proactive and persistent.
• Being fair and consistent.
• Promoting a culture of service to others.
• Setting high expectations of good behaviour, challenging poor or disrespectful behaviour.
• Attending Masses, assemblies etc.

Teaching

• Promoting the value of scholarship and a love of learning.
• Modelling engagement with learning and the development of new skills.
• Applying the national Teachers’ Standards:
  – Set high expectations which inspire, motivate and challenge pupils.
  – Promote good progress and outcomes by pupils.
  – Demonstrate excellent subject and curriculum knowledge.
  – Plan and teach well-structured lessons.
  – Adapt teaching to respond to the strengths and needs of all pupils.
  – Make accurate and productive use of assessment.
• Carrying out the assessment, recording and reporting of pupils’ work as outlined in the School and department’s procedures, providing information on pupil progress at other times as required.
• Providing constructive, individual feedback and target setting.
• Using the baseline and tracking data held on pupils to inform teaching and pupil support.
• Communicating with parents when there are concerns or successes, ensuring the HoD and relevant Head of Section are aware.
• Supporting the running and effectiveness of external and internal assessment, setting, invigilating and marking assessment as directed.
• Participating in the development of the department, including the production of schemes of work, resources and the implementation of departmental policies.

Professionalism and wider responsibilities

• Demonstrating consistently high standards of personal and professional conduct
• Showing a strong commitment to pastoral care and developing skills to best provide this
• Supporting the work of the School, and where there are concerns or suggestions for improvement feed these back to SLT/EMT or HoDs
• Being mindful of the need to promote a positive working environment in all communications including social media postings
• Making productive use of the Schools’ performance management programme, to support ongoing professional development
• Participating in the School’s Activities programme, running clubs. community service opportunities etc
• Supporting the marketing of the School, assisting wherever possible with the recruitment and retention of pupils
• Being available in non-teaching time to provide cover when necessary (This will be distributed as fairly as possible and will take into account the needs of pupils and staff.)
• Undertaking, as part of a rota, supervision duties such as break, lunch and library supervision, or other necessary duties as allocated by the Deputy Head
• Undertaking tutor/auxiliary tutor/head of house duties as required
• Supporting the competitive house system by attendance at events and meetings and assisting the relevant Head of House
• Maintaining high standards of attendance and punctuality (reporting necessary unexpected absence in line with processes in the Staff Handbook)
• Attending and participate in events such as Open Days, St Antony’s Day and Prizegiving
• Attending staff and department meetings
• Attending and contributing to the School’s INSET sessions
• Promoting careful and respectful use of School property, maintaining a safe, tidy and productive environment
• Being familiar with and following School policies and procedures as set out in the Staff Handbook and elsewhere

It should be noted that the above list of duties is not an exhaustive statement of the responsibilities of the post. It is intended to give an overall view of the position and should be taken as guidance only. The post holder may be required to undertake any other reasonable task requested by the Headmistress for a teacher which falls within his or her capabilities and which are in accordance with the usual practice of a Catholic independent boarding and day school.

Person specification

Essential
• understanding of and support for the Catholic ethos of the School
• excellent academic credentials
• a highly successful teacher, with excellent teaching and classroom management skills
• strong interpersonal skills
• diplomatic and patient
• well organised, efficient and able to manage competing priorities
• collaborative, reliable and resilient
• a willingness to take an appropriate share of department responsibilities
• a willingness to contribute to the wider needs of the School community
• highly effective communication skills, in person and in writing
• a reflective practitioner, with ability to self-appraise and manage continuous professional development
• integrity and discretion, with a sense of perspective
• inspiring confidence in others
• ability to drive the School minibus
Desirable

- experience within the Independent sector

Pay and benefits

Salary will be on the Rye Scale, according to experience.

All teachers are invited to join the Teachers’ Pension Scheme.

All salaried staff, full or part-time, are entitled to a fee remission, 50% for full-time staff and pro rata for part-time staff.

At specified times, staff may use the school’s Fitness Suite, and during Trinity Term staff may use the swimming pool at the advertised times. Lunch is provided in the school dining room during term time and at other times when the kitchen is open, and refreshments are provided in the Staff Room at morning break and teatime. There is car parking on site, and the School is easily accessible by bus.

How to apply

Applications (application form with contact details for at least two referees, accompanying letter and full curriculum vitae) should be addressed to the Headmistress, Mrs Sarah Ryan, and sent by email to the Human Resources Manager, Ms Ellen Phelips (ephelips@ryestantony.co.uk; 01865 229227) or a hard copy can be posted to her at Rye St Antony, Pullen’s Lane, Oxford OX3 0BY.

For an application form, please contact Ellen Phelips (ephelips@ryestantony.co.uk) or visit the Staff Vacancies page on the school website. Applications will be accepted only from candidates who have completed the application form in full.

The closing date for applications is 12 noon on Tuesday 5 November 2019, and interviews will be held on Friday 15 November 2019.

Safeguarding

Candidates must be willing to undergo Child Protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. The post is exempt from the Rehabilitation of Offenders Act 1974, and therefore all relevant convictions, cautions and bind-overs, including those regarded as ‘spent’, must be declared. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are ‘protected’ and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website. Candidates must not have been disqualified from working with children, and must not be named on the Children’s Barred List or be subject to any sanctions imposed by a regulatory body. Details of any convictions, cautions or bind-overs subject to disclosure must be passed to the Headmistress before interview in a sealed envelope marked ‘confidential’. An overseas criminal record check may also be required.

October 2019