

The background of the entire page is a photograph of Godolphin School. It is a large, multi-story red brick building with a complex roofline featuring several gables and chimneys. The windows are tall and narrow, some with white frames. In the foreground, there is a well-manicured garden. A large, dense bed of purple lavender flowers stretches across the bottom half of the image. To the left of the lavender, there are several stone steps leading up towards the building, bordered by a low brick wall. Various green shrubs and flowering plants are scattered throughout the garden. In the distance, a green lawn and a few parked cars are visible under a clear sky.

THE SUNDAY TIMES

**SCHOOLS  
GUIDE  
2019**

**SOUTHWEST  
INDEPENDENT  
SECONDARY  
SCHOOL  
OF THE YEAR**

DIRECTOR OF SPORT AND OUTWARD BOUND  
GODOLPHIN SCHOOL  
SEPTEMBER 2019

# GODOLPHIN

SALISBURY



## Mission

Godolphin School exists to educate young women in an environment of excellence in academic endeavour, sport, the arts and personal development, celebrating diversity of community and thought, and respect for all. Godolphin encourages each girl to find her unique talents and abilities, develop her own perspective, and realise her full potential so that she will meet the opportunities and challenges ahead.

## Vision

Godolphin will be the school of choice for girls in the South of England from 3 – 18 through the provision of exceptional education in a supportive and intellectually stimulating environment, unsurpassed in our commitment to educate the whole person. Determined to remain a modern and dynamic institution, Godolphin will honour the traditions of our founder, Elizabeth Godolphin, and build upon our founding ideals to secure the future of our School and our students for generations to come.

## Values

Godolphin is a value-driven school with a Christian ethos, committed to our founder Elizabeth Godolphin's belief in the power of education to transform young women's lives and enable them to succeed in the future. As a school we foster and embody the values of excellence, integrity, open communication, respect for one's self and others, and service to our community.



## General Information

Based in Salisbury Wiltshire, Godolphin has been educating girls for almost three centuries and is proud of its heritage. The legacy of this long history is the wealth of wisdom, experience and traditional values which underpin and inform the school as it operates today, very much in the 21st Century.

Godolphin has a clear, modern outlook and is dedicated to equipping girls and young women with the knowledge, qualifications and character to take their place and be successful in the increasingly challenging world that they will inherit. Staff at Godolphin understand the huge amount of pressure there is on young people today, especially girls, and strives to provide them with a safe, supportive but challenging environment where they can take risks, be supported in setbacks and receive encouragement every step of the way.

As well as achieving optimum academic results, Godolphin facilitates the development of confident, well informed and independent young women with a sense of adventure and a real zest for life. This is achieved through excellent teaching, exceptional pastoral care and a comprehensive programme of co-curricular initiatives. Godolphin believes that each individual girl has unique gifts and the School is dedicated to identifying and freeing those gifts so that all girls can thrive. The culture of friendship, encouragement, support and mutual respect within the school is empowering and individuality is celebrated very firmly in the context of an inclusive, supportive and dynamic community. Whether boarding or day, Godolphin girls have a strong sense of belonging.

## Academic

At Godolphin the staff are passionate about their subjects and about sharing their knowledge with the students. There are several academic extension programmes, including Inspiring Bright Minds and the Alpinists' Society. There is also a compassionate and supportive SEN department. The school uses baseline data to support assessment and progress. There is an established reporting schedule to provide regular feedback to students and parents. Our personal tutor system aims to support each student academically and pastorally. The School is investing in technology to enhance the learning environment and many classes use iPads and smart TVs in order to enhance progress.





## 2018 Academic Results

- ◆ 86% of A-level entries achieved A\* to B grades
- ◆ 54% of all A-level entries achieved an A\* or A grade
- ◆ Particularly strong results were returned in Biology, Business, Greek, Latin, French, Spanish, Maths, Geography and Physics which reflects the breadth of the subjects the girls choose to study here; whilst STEM remains popular, the humanities and creative subjects continue to remain popular.
- ◆ Recent Higher Education destinations include Oxford (Classics), Bristol (Chemistry, Politics & International Relations, Philosophy & Theology, History), Bath (Natural Sciences, Modern Languages, Biochemistry), Newcastle (Biomedical Sciences), Exeter (History, Exercise and Sports Sciences, PPE), Warwick (Accounting & Finance), Bournemouth (Scriptwriting for Film & TV), Durham (Psychology), Hull York Medical School (Medicine), and Chichester (Musical Theatre & Acting for Film).
- ◆ At GCSE 65% of grades were at A/7 or above and 93.6% of grades were at A\*, A or B (or equivalent grade 5+).
- ◆ Students take English, Maths, the Sciences, an MFL and 3 free-choice options. Some Fifth Year students take the AQA Level 2 Certificate in Further Mathematics and results are excellent.
- ◆ Students have a free choice of languages - French, German, Spanish, Mandarin for native speakers, Latin and Greek GCSE for the most able in session time.



## The Elizabeth Godolphin Award: A skill-based professional and practical programme

The innovative Elizabeth Godolphin Award, named after our founder, is offered to students in the Sixth Form and Year 6 at Godolphin Prep. Promoting the qualities of independence, commitment and excellence, students are challenged to widen their focus. They choose from a range of practical activities to enhance their skills-set. This could be by facilitating a seamless transition from Prep to Senior School; by preparing themselves for higher education or a gap year; acquiring useful life skills such as interview techniques, event management, car maintenance or how to cook a meal for five for £5!

## Wellness

As important to Godolphin as academic achievement is the wellbeing of the School Community. The excellent pastoral system ensures girls have the support they need through the House system, the Health Centre and their tutors, teachers and Heads of Year. All staff receive regular training in mental health first aid and a School Counsellor is available.

## Challenge

Students at Godolphin are encouraged to challenge themselves and set a personal target each term to achieve this. Challenges vary from completing the Ten Tors Challenge and the Duke of Edinburgh Award to executing a perfect salute during a CCF parade; from mastering a complicated piano duet and performing it in public to singing a solo at an informal concert.

There are almost 100 Clubs and Societies for girls to participate in and these are complemented by the Godolphin Plus programme which is offered as Junior Plus, Senior Plus and Sixth Form Plus for the boarding community



## Opportunity

As well as forming part of the curriculum, Art, Drama, Music and Sport are available to all girls at Godolphin through the co-curricular programme. Godolphin art has been exhibited at shows in London and Salisbury. Musicians have performed at the Royal Albert Hall and on the BBC Songs of Praise Senior School Choir of the Year competition. There are two major drama productions per year as well as several smaller productions and the school has its own theatre company – Portal. While embracing a “sport for all” policy Godolphin has secured national champion titles in lacrosse and equestrian and has representation in several sports at national, regional and county level.

## Facilities

The traditional red brick buildings and oak panelled hall at Godolphin house exceptional facilities which are enjoyed by all the students, from 3 – 18. The indoor swimming pool and fitness suite are used by other schools and members of the community, as is the elegant Performing Arts Centre. There is a separate Sixth Form Centre incorporating an Aroma coffee shop.

The School has recently published its Vision & Commitments, 1726 – 2026, which outlines an exciting and challenging programme of development providing enhanced and state of the art facilities encompassing the ever increasing demand for STEAM subjects and a knowledge centre focussing on multi-media and ICT.

## There are three boarding houses:

- ◆ Walters for prep and junior girls (7 – 13)
- ◆ Cooper for Senior girls (13 – 16)
- ◆ The Sixth Form Centre – School House and the Jerred Study Centre





## Godolphin Prep

The school operates a whole school approach. Situated on the same site, Godolphin Prep is an integral part of Godolphin and the Prep girls having access to all facilities at the school. These include the outstanding art department, swimming pool and sports facilities, science and IT labs and the Performing Arts Centre. Specialist teaching staff are shared between the Senior and Prep schools.

Transition to the senior school is made as seamless as possible and Year 6 girls in the Prep participate in a bespoke Elizabeth Godolphin Award programme, which prepares them for the change from Prep to Senior School.

Most girls move from Godolphin Prep to the Senior School via the bespoke Godolphin 11+ Assessment process.

*"A very special place to grow-up in"*  
**Good Schools Guide**

*"Here is a school where the girls achieve success without stress"*  
**Tatler Schools Guide**

*"Thank you for everything you have done for our daughter – not only for the excellent exam results but for the wonderful young lady she has become"*

**Parent quote**

*"The quality of the girls' achievements in academic and extra-curricular activities is excellent. From the EYFS, and throughout the school, the girls are highly articulate and show a wide range of well-developed skills."*

**ISI Inspection**



## Information about the Sports Department

From September 2019, the Sports Department consists of a Director of Sport and Outward Bound, a Head of Academic PE, a Head of Prep PE, 4 further full-time PE staff and a graduate gap assistant. The staff teach across the entire school, from Nursery to Sixth Form.

The department teaches the OCR specification at A-level and numbers opting for the subject are good, as are the results in public examinations.

The Department achieves a great deal of success each year in a very wide cross-section of sports. Here is a summary of recent achievements:

**Lacrosse:** Regular 1<sup>st</sup>, placings at the County Tournaments for 1<sup>st</sup>, 2<sup>nd</sup>, U15 and U14 teams and 3<sup>rd</sup> at West Rally for 1stXII. U15 Lacrosse National Champions 2015-16.

National Representation: Three girls (U19A England and U19A and B Wales) Two National Academy, Six girls Regional Academy.

**Hockey:** Qualified for Regionals/preliminaries at U16 and U14. Regular annual selection for JAC/JRPC (seven girls) and two at the U17 Performance Centre.

**Netball:** Regular qualification for County Tournament at U14, U16 and U19 and for School Games at U13 and U15. 1<sup>st</sup> Netball team regularly qualify for 1<sup>st</sup> Division of Adult League and came 4<sup>th</sup> last year. Girls have attended Academy.

**Cross Country:** Juniors and Inters 2<sup>nd</sup> at Salisbury Championships in 2016; Inters won in 2017. 14 girls selected for County Championships in 2018. Two County Champions 2019 and Three girls ran at Nationals 2017/2018.

**Tennis:** Regional winners of Schools Team Tennis Div 2 Year 9 & 10 in 2016 and runners-up in 2017.

**Athletics:** Regular qualifications for County Championships (22) and IAPS Nationals; Annual 1<sup>st</sup> – 3<sup>rd</sup> Placings for Seniors, Inters, Juniors and minors at Area Championships

U15 Athlete ranked Number 1 in UK for Discus and ranked 3<sup>rd</sup> in Hammer. An U13 Biathlete ranked number 1 for pentathlon GB.

**Swimming:** Regularly win all our galas. Nine county swimmers, and individuals regularly compete at Regional Championships. Nine school records broken last term.





**Ski team:** winners of the BISS and one girl has been selected for the England Schools Ski Racing Squad.

**Prep** girls have been awarded academic scholarships to the Senior School and also in Art, Music and Sport. In the past girls have also been awarded to other Senior Schools – Cheltenham Ladies’ College and KES.

**Prep** swimming is particularly strong – they have been National Small Schools Swimming Champions and won the Salisbury primary schools Gala in 2018.

Several girls train with the Salisbury and Andover Hockey and Athletics Clubs. They have also been invited to attend Wiltshire and Hampshire cricket coaching.

#### **Person specification - desirable requirements**

- A degree in a subject allied to Sport
- Someone with experience of setting and delivering a shared strategic vision for a Sports Department
- An understanding of the “bigger picture” of school sport and buy-in to the strategic direction of the School
- Exceptional interpersonal skills and the ability to problem-solve
- Excellent subject knowledge with the ability to teach A-level PE
- Enthusiasm and ability to motivate and inspire pupils
- First-rate leadership, organisational and communication skills
- Ability to teach across all ages 3-18 and all abilities.
- Excellent ICT skills and the ability to see how it can be used to effectively support teaching and learning
- Must be prepared to attend internal and external training days
- A willingness to contribute to the full sports programme, including working weekends as required
- To keep abreast of relevant curricular and educational developments particularly in Sport
- Ability to differentiate and stimulate to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils.

## Job Description

**Post Title:** Director of Sport and Outward Bound

**Reporting to:** Deputy Head Academic

**Location:** Godolphin School, Milford Hill, Salisbury, Wilts. SP1 2RA (tel: 01722 430500)

**Department:** Sport

### Purpose of job

The Director of Sport and Outward Bound is responsible for the smooth running and strategic direction of both of these key areas of life across the whole school from ages 3-18. Diplomacy and an ability to manage potential clashes with other key departments, such as Music and Drama, is crucial.

The Director of Sport and Outward Bound shares with the SMT the school's responsibility for delivering the PE curriculum and outward bound opportunities to the students and contributes to the School's mission to provide an enriching and challenging education within a strong community, enabling each girl to fulfil her potential and embrace her future with confidence by leading and developing the work of the Department within the School.

**Line management** – PE Department across the whole school (ages 3-18), Head of CCF, DofE Leader, Head of Academic PE, Head of Prep PE

**Remuneration and timetable remission**– 5 management points (currently £11,874) and a timetable remission of 9 periods per fortnight. This is in addition to the usual timetable remission of 10 periods for PE staff at Godolphin to recognise their work at the weekend.

### MAIN DUTIES

#### Operational/ Strategic Planning

1. To provide leadership and create enthusiasm for teaching among members of the department, to develop team work and balance the strengths of individuals, allocating responsibilities as appropriate. To make arrangements for departmental consultation and communication. To provide the Head and Deputy Head with a copy of the notes of departmental meetings.
2. To define and develop PE department policy, priorities, assessments and schemes of work regularly and to monitor their implementation, setting department targets as necessary, working within the aims of the school and in line with educational developments nationally. To produce and revise the Department Handbook according to the guidance provided.
3. To line manage the Head of Academic PE and to keep abreast of examination specification changes and to attend appropriate examination board courses and moderation meetings. To liaise with the Examinations Officer/ Secretary as necessary over external examination entries.



4. To evaluate current provision in outward bound and to investigate and develop wider opportunities in this area, working with the Head of CCF and DofE Leader.
5. To lead on the delivery of internal sports and outward bound events, such as the various inter-house competitions, and to review and innovate in this area as appropriate.
6. To inculcate an ethos of a “one school” PE Department, with staff shared between the Prep and Senior School.

### **Leading and Managing Staff**

1. To line manage staff as above and to develop their pedagogy in line with the whole-school PE Department ethos.
2. To assist in the recruitment of new staff and to be responsible for the induction of new staff (to include NQTs where relevant). All new teachers should be appropriately trained, monitored, supported and assessed. To be responsible for the day to day management of all members of the department.
3. To monitor and assess the work of the subject through the staff development programme and through nationally recognised guidelines for inspection. To promote and monitor professional development within the department. To offer support and advice to members of the department and encourage their professional development.
4. To regularly monitor the work of department members (through work scrutiny and lesson observations), ensuring that they are following the correct syllabuses and adhering to policies, including marking, and schemes of work and observing their teaching.
5. To establish common standards of practice and to encourage the sharing of good practice within the department and develop the effectiveness of teaching and learning styles, to include classroom management and discipline.
6. To develop full and appropriate use of IT in teaching and learning within the department, including developing the use of the School VLE, Firefly, and other digital media as appropriate to the needs of the department and suitability of the subject.
7. To act as Award Verifier for the Duke of Edinburgh Award Scheme at Godolphin.

### **Information and Data Management**

8. To produce an annual analysis of examination results and PE achievements and department review and development plan.
9. To ensure that the members of the department fulfil the school’s requirements for reporting to parents and that the school database is kept up to date.

10. Use data effectively to identify students who are underachieving in the subject and create plans of action with target setting

**Teaching and Learning – this aspect is delegated to the Head of Academic PE and so this role involves the line management of that role**

1. Ensure that the department is up to date with the implementation of school policies including SEN, EAL and gifted and talented and to liaise with other staff and departments as necessary.
2. To ensure the development of students' literacy, numeracy and information communication technology skills through the subject where relevant.
3. To promote a high standard of teaching within the department, monitoring academic standards and ensuring with others that the pupils' learning is effective and continuous, enabling them to achieve the best results of which they are capable. This will include appropriate differentiation of the curriculum (to include setting where relevant) to meet the needs of all pupils and monitoring assessment, recording and reporting at all levels.
4. To make appropriate arrangements for classes when PE staff are absent, ensuring appropriate cover within the department, liaising with relevant staff to secure appropriate cover.
5. To promote teaching and learning styles which stimulate pupil interest and involvement in learning.
6. To develop, initiate and evaluate a programme of support and development for Sports Scholars.
7. To develop, initiate and evaluate an aspirational pathway for elite sportspeople
8. To develop leadership qualities through sport via a bespoke programme of activities for those interested.

**Communication and Liaison**

1. To represent the department as required at meetings (e.g. HoDs, CSG, LAC), and to contribute to curriculum development and other relevant whole school development (planning and implementation) through these and other means as appropriate. To disseminate relevant information to members of the department.
2. To encourage appropriate links across the curriculum, between departments and with other schools, and to promote relevant activities outside school. This will include developing aspects of cross-curricular themes such as citizenship and contributing to enrichment as appropriate within the department. It will also include liaison with the appropriate colleague in the Lower School with particular reference to transitional links between Key Stages Two and Three.



3. To lead on the dissemination of information regarding sports events and fixtures to parents, exploring options for how this is achieved and ensuring the information provided is helpful, accurate and timely.

### **Management of Resources**

1. To carry out an annual audit of sports equipment and to organise and manage the department budget and resources to ensure the efficient and effective use of all resources. To regularly maintain stimulating classroom and corridor environments within the department. To be responsible for department administration.
2. To lead on the tendering, use and booking of external facilities and to oversee the arrangements for match transport and match refreshments.

### **Marketing**

1. To play a part in the marketing of PE and the school at appropriate occasions such as the Sixth Form Information Evening. To contribute to School publications as appropriate.
2. To oversee arrangements for the presentation of school sporting awards.

### **Health and Safety**

1. To be familiar with the School's Health and Safety policy and implement it as applicable within the department. To ensure that Health and Safety policies and practices, including Risk Assessments, throughout the Department are in-line with national requirements and are updated where necessary.

### **Appendix – specific CCF and DofE tasks – collated for ease of reference**

- oversight of staffing and ensuring all staff are properly DBS checked
- overview of year plan and activities, especially those off site for DofE and CCF
- oversight of events planning
- ensuring good liaison with internal staff and external providers
- review of equipment and budget with Head of CCF/DofE
- managing staffing concerns from Head of CCF/DofE, including recruiting more staff
- managing concerns of staff
- line management meetings and drop-ins, including appraisal
- checking trip lists and risk assessments
- develop the strategic direction of outward bound activities
- Act as the formally trained DofE Award Verifier
- Liaise with Head of CCF/DofE and calendar team re dates for expeditions etc
- Ensure staff are suitably trained and qualified

### **Any other duties as reasonable required by your Line Manager or member of the Senior Management Team**

**NB** Every full time subject teacher is normally expected to undertake tutorial responsibilities.



## Application Process

For a teaching application form, please visit: <https://www.godolphin.org/community/vacancies>

Please do not send a curriculum vitae. Your application, including the names of two professional referees, should reach Mrs Wilson, Godolphin School, Salisbury, Wiltshire SP1 2RA by **9am on Wednesday 20 March**.

**Interviews will be held on Tuesday 26 March and/or Wednesday 27 March 2019.**

*Godolphin is committed to safeguarding the welfare of children and young people and expects all staff and students to share this commitment. The successful application will be subject to enhanced clearance through the DBS. We reserve the right to appoint at any stage in the application process.*

**March 2019**