



Twyford Church Of England Academies Trust

"I have come that you might have life and have it to the full" John 10 v10



Twyford Church of England High School

Job Description

Job Title:	Head of PE
Grade:	Main professional grade + TLR 2c (8,611)
Line Manager:	Member of SLT
Supervisory Responsibility:	PE Teaching staff and Sports Coaches

Main purpose of Post:

To ensure the delivery of outstanding Core PE and Wider Learning programmes at Twyford CE High School

Outcomes:

1. The Core PE Curriculum delivers sport enjoyment and engagement for Twyford students of all abilities in line with the requirements of the National Curriculum.
2. Wider learning opportunities, inter-house and Trust Sport competitions are run to a high standard (WL engagement no less than 75% of students in Year 7-11)
3. A regular programme of fixtures takes place in football, netball, rugby, basketball, cricket and athletics.
4. Sport is high profile within the school.
5. 6th form and professional coaches are recruited, trained and deployed to support high level engagement in sport.

Specific responsibilities and tasks:

1. **The Core PE curriculum delivers sport enjoyment and engagement for Twyford students of all abilities in line with the requirements of the National Curriculum**
 - Lead the Core PE curriculum enabling each year group to enjoy high quality sport provision within the timetable.
 - To ensure that the Twyford Trust model lesson structure is used in lessons, with a focus on teaching games for understanding. Ensure this model is used by all teachers and coaches delivering the curriculum.
 - Teach within both girls & boys sports lessons as required.
 - Manage a team of staff to successfully deliver the core curriculum, wider learning and fixture programme.
 - Ensure appropriate standards of health & safety are maintained within all areas of delivery (including supervision of student changing rooms)

- Monitor and evaluate this provision each quarter, and report to line manager.
- Use the Twyford Trust core curriculum framework.
- Organise and chair departmental meetings and contribute to whole-school meetings as required.
- Manage the departmental budget and oversee resources, including facilities, equipment, and staffing.
- Promote staff professional development, including mentoring ECTs and ITTs (if required)

2. Wider-Learning programme, inter-house, Trust sport competitions and Borough/ County Competitions are run to a high standard and are well attended

- Manage a full programme of KS3 & KS4 wider learning in sports from (3.45 – 5.15 & during lunchtimes as appropriate)
To include:
 - Squad training for school teams in Football, Netball, Rugby, Basketball, Athletics and Cricket.
 - A 'sport for all' wider learning programme to include a variety of lunch time clubs
- Recruit, manage and train additional sports coaches to run W/L clubs within agreed budget.
- Orchestrate the inter-house sport competitions.
- Work closely with the Trust Heads of PE to set up regular Trust Sporting fixtures and competitions.
- Set up or signpost opportunities for elite coaching provision/pathways for elite sports men and women using links with local clubs & trials.
- Take lead role in the delivery of the wider learning sports programme.
- Monitor and evaluate this provision each quarter and report to line manager.

3. A regular programme of fixtures takes place in football, netball, rugby, basketball and athletics

- Set up fixtures for sports teams in football, netball, netball, basketball, rugby, athletics and cricket (8 fixtures per team for major sports)
- Ensure appropriate numbers of teachers and coaches are available to lead school teams who are entered into fixtures (including Ealing Borough and Middlesex competitions)
- Take lead role in the teams in your selected sport/s
- Provide development opportunities for sixth form coaches.
- Using the school council structure, engage and motivate sports representatives for each year group.

4. Sport is high profile within the school

- Ensure the wider learning programme is updated termly and communicated to students, staff and parents.
- Ensure fixtures are communicated to parents using SOCS.
- Promote fixtures and communicate results via assemblies, SOCS, PE noticeboards, school website and Twyfordian newsletter (including team photos, action shots & videos where appropriate).
- Capture official team photos for promotion.
- Support and attend key school events, including open evenings and organisation of the Sports Award Evening.

5. 6th form and professional coaches are recruited, trained and deployed to support high level engagement in sport.

- Offer community service hours to Y12 students as part of a sixth form coaching program.
- Coaches for additional afterschool club provision recruited and trained in Trust expectations.
- Contact made with local clubs to secure coaching contracts where appropriate
- Ensuring progression opportunities within sport are flagged up to students as part of work experience and careers education.

Key measures of success:

- Numbers of students participating in sport wider learning (at least 75% per year group Year 7-11)
- Numbers of students taking part in school teams and squads.
- Student survey indicates over 85% of students satisfied with the Programme of Sports.
- Progression rates into sports pathways offered by local clubs.
- Success in Trust, Borough and County competitions.

Person specification

	Essential	Desirable
Knowledge and Skills	<ul style="list-style-type: none"> • University Graduate with a good degree • Qualified Teacher Status • Relevant successful experience as a teacher within a high achieving secondary school • A proven record of success in raising standards • Experience of curriculum development and monitoring delivery at Middle Leadership and whole school level • Experience of the use of student results analysis outcomes to inform practice and target improvement • Experience of curriculum design • Successful experience of team leadership & management of staff • Knowledge of the requirements of the National Curriculum and KS3/4/5 courses • An understanding of recent curriculum and teaching/learning developments • An ability to develop effective curriculum resources in Y7/8/9 to meet the needs of the full ability range. • An understanding of the strategies required to motivate and enthuse all students across the age and ability range to ensure progression as part of a whole school approach to raising achievement. • An understanding of the processes and techniques required to assess record and report students' learning effectively • A commitment to the principles and practices of Assessment for Learning • A commitment to developing Literacy and ICT skills • An ability to use ICT programmes and packages to promote learning • An understanding of the role of your subject within the wider curriculum • Valid UK driving license 	<ul style="list-style-type: none"> • Evidence of further professional development • An understanding of the importance of, and a willingness to participate in, extra-curricular activities.
Personal Qualities	<ul style="list-style-type: none"> • A strong commitment to and ability to articulate & model the values of the Twyford Trust • A firm approach to discipline, and good classroom management skills • An ability to work within, lead and motivate a team 	<ul style="list-style-type: none"> • A practising Christian

	<ul style="list-style-type: none"> • An ability to generate enthusiasm for Sport • Is committed to the highest standards in all areas of school life (behaviour, academic, enrichment). • Has a strong grasp of contemporary educational issues • A proven team worker with a very strong commitment to collaboration • Has outstanding communication and interpersonal skills • Able to set challenging and achievable targets and ensure their delivery • Good time management/ able to multitask • Willing to contribute to the rich life of the school, including its extra-curricular offer • Clarity of vision/strategic thinker 	
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The Twyford Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undergo the child protection screening appropriate to the post, including an enhanced disclosure from the DBS (Disclosure and Barring Service) and references from previous employers. For more information about the DBS please see <https://www.gov.uk/disclosure-barring-service-check>

You will also be expected to sign and adhere to the school's SAFEGUARDING CHILDREN & YOUNG PEOPLE and SAFE WORKING PRACTICE AGREEMENT which is available as a download on the school website Vacancies page.