



## JOB DESCRIPTION

<b>Authority: West Berkshire Council</b>	<b>School: Purley Primary School</b>
<b>Job Title: Sports Coach</b>	<b>Grade/Salary Range: E18</b>
<b>Hours</b>	<b>3 hrs per week plus additional hours for tournaments/games</b>
<b>Start date</b>	<b>September 2018</b>

### JOB PURPOSE

To deliver the best quality physical education to each child in your care, having due regard to the school's objectives, aims, policies and procedures.

### DESIGNATION OF POST AND POSITION WITHIN DEPARTMENTAL STRUCTURE

Headteacher

KS2 team leader

Class teacher/ PE leader

### MAIN DUTIES AND RESPONSIBILITIES

#### Learning & Teaching:

- Demonstrate good PE subject and curriculum knowledge
- Provide a variety of sporting opportunities in a variety of different disciplines
- Demonstrate a critical understanding of developments in the curriculum area
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject

#### Plan and teach well-structured lessons

- Impart knowledge and develop understanding through effective use of lesson time
- Promote a love of the subject
- Reflect systematically on the effectiveness of lessons and approaches to teaching
- Contribute to the design and provision of an engaging curriculum within the relevant subject area.

## **Adapt teaching to respond to the strengths and needs of all pupils**

- Use a balance of class, group and individual work as appropriate, using a range of teaching approaches to enable children's different needs to be met, according to , to their aptitudes, stages of development and levels of understanding

### **Planning**

- Plan a long, medium and short term framework for learning based on national and school curriculum policies and in co-operation with subject leader where appropriate
- Follow the agreed school planning procedures
- Ensure a close match between the learning experience offered and the individual needs of children in the class

### **Performance Expectations**

- Have high, yet realistic, expectations of your pupils
- Ensure that the school's aims and objectives in relation to equal opportunities in everyday practice

### **Make accurate and productive use of assessment**

- Follow school policies and procedures, feeding back to children on their learning in a positive and constructive way. and encouraging pupils to respond to the feedback
- Report on children's progress and achievements, including end of year written reports
- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Communicate and consult with parents, carers and outside agencies as necessary about children's progress and attainment

### **Learning Support**

- Ensure that work is suitably differentiated for children needing support or extension in their learning
- Consult other appropriate colleagues for advice, following school policies and procedures for learning support
- Offer support and advice to colleagues

### **Resources**

- Follow school policies and procedures and use and care for a wide variety of resources both appropriately and safely.
- Arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage children to become more responsible for their own learning
- Take responsibility for maintaining and evaluating resources.
- To consult colleagues regarding ordering resources in full consultation with the Headteacher

## **Professional Responsibilities**

### Ethos of the School

- To fully support the vision, ethos and policies of the school as a church school
- Make a positive contribution to the wider life and ethos of the school

### Behaviour

- Ensure through positive reinforcement, good behaviour within your classroom and throughout the school, encouraging self-esteem and self-discipline in line with school policy and procedures.
- Have clear rules and routines for behaviour and take responsibility for promoting good and courteous behaviour both in classrooms around the school and sporting tournaments, in accordance with the school's behaviour policy

### Health & Safety

- Follow school policy and procedures to ensure that classrooms, corridors, sports fields and all other areas of school are safe places for the children, reporting any hazards to the Headteacher

### Relationships

- Have a warm, understanding and positive attitude towards children, staff, parents and governors which will lead to the promotion of good relationships and liaison at all levels

### Professionalism

- Show punctuality, reliability and initiative and to follow school procedures.
- Treat sensitive information with confidentiality
- Mutual co-operation and support with staff members
- Deploy support staff effectively
- Undertake any other reasonable and relevant duties in accordance with the changing needs of the school
- Undertake continuous Performance Review in line with the Appraisal Policy, and work towards personal achievement targets with the support of the Headteacher and colleagues

A coach is expected to demonstrate consistently high standards of personal and professional conduct. Coaches uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions
- showing tolerance of and respect for the rights of others

## **SCOPE OF JOB (Budgetary/Resource control, impact)**

**No supervisory responsibilities**

**No responsibility for the budget**