



Buckler's Mead Academy

JOB DESCRIPTION

Establishment:	Buckler's Mead Academy
Job Title:	Sports/ Dance Coach
Job Grade:	BANES Grade 6
Reports To:	Head Teacher
Main Purpose of Job:	
<ul style="list-style-type: none"> • To deliver high quality sports and dance coaching within and beyond the curriculum at Buckler's Mead Academy. To promote PE, school sport and physical activity to raise attainment. • To provide support to the academy PE staff during after school curricular activities, as required. This may include setting up equipment and ensuring the facilities are kept clean and safe for all users. • Additional hours may be available on an ad-hoc basis to support activities such as the annual whole school sports day 	
Main Responsibilities and Duties:	
<ul style="list-style-type: none"> • To be responsible for planning, delivering and monitoring a co-ordinated programme of activities; to include games, dance, gymnastics, athletics and outdoor and adventurous activities. • To develop and deliver a range of high quality support and physical activity opportunities to young people in an engaging and progressive manner. • To broaden the range of sports and activities on offer to children. • To provide high quality coaching and physical activity programmes to support the delivery of high quality sports days and festivals of intra-school and inter school sport. • To deliver physical activity programmes for targeted groups of children within and beyond the curriculum e.g. poor attenders. • To promote training for children and staff in leading playground activities. • To appropriately identify and support the transition of young children into local sports clubs. • To promote physical activity and healthy lifestyle children with a view to lifelong physical activity. • To conduct risk assessments at venues as and when required. • To ensure that positive measures are implemented to encourage the participation of disadvantaged groups of individuals. • To assist with appropriate monitoring and evaluation procedures to ensure the quality of PE provision is raised to the highest standards. • To attend internal and external meetings as and when required. • In liaison with the Academy, to coordinate parental approval, transport (formal or otherwise) and communication with parents when children are involved in out of school events. • To undertake other duties appropriate to the character of the work as directed. • To co-ordinate with Leadership staff and assist with the delivery the school's annual sports days. • Setting up and packing away leisure centre equipment, in preparation for and after certain activities. • To record and report any incidents and/or accidents accordingly. • To support leisure projects and holiday activities where required. • To undertake such other reasonable duties as may be required, which are consistent with the general level of responsibility of this role as deemed necessary by Headteacher 	

Physical Effort and Working Conditions:
Lifting and carrying sports equipment as required. Due to the nature of the role a good level of physical fitness will be required
Knowledge, Skills and Experience:
Experience or qualifications in Sports and/ or Dance coaching are required
Additional Information:
<ul style="list-style-type: none"> • The Academy reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility. • All members of staff are responsible for promoting and safeguarding the safety and welfare of children and young people. • All duties and responsibilities must be carried out with due regard to the Academy's Health and Safety Policy. • Duties which include the processing of any personal data must be undertaken within the corporate data protection guidelines. <p>To undertake such other duties as may be reasonably required and which are consistent with the general level of responsibility of this job/as deemed necessary by the Line Manager, Business Manager or Headteacher.</p>
Agreed that the Job Description is a fair and accurate statement of the requirements of the job:
Job Holder: Date:
Line Manager: Date:
Designated Senior Manager: Date:

July 2023