

Apprentice PE Technician

Recruitment Pack





THE FUTURES TRUST - BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Students first
- It's about learning
- No barriers

Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



Thank you for considering a career with us.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.



Matt Nicolle

Head Teacher



Redmoor Academy has a long standing reputation as an excellent school that provides a high quality education for all students, high expectations both in and out of the classroom and superb pastoral care. Our overarching aim of “Excellence, opportunities and success for all,” captures our aspirational and inclusive ethos

We set high aspirations within a culture of academic excellence, teaching the majority of subjects in mixed attainment groups and are passionate in our desire for every student to be successful. Our ethos is underpinned by a strong and supportive pastoral culture which promotes pupil well-being, as we believe in the education of the whole child in order to equip them to be good citizens in society.

We see Redmoor as being at the heart of the local community. Involving parents, local businesses and organisations in our school is central to our success.

The impact we have on our students is;

- *recognized* in our most recent Ofsted inspection in September 2021 where we were judged securely “good” in all areas
- *demonstrated* by 8 years of positive Progress 8 and fantastic GCSE outcomes for students
- *evidenced* in the social development of our students as they become valuable members of the community
- *affirmed* by the significant over subscription for places in Year 7 we experience every year.

Our CPD programme invests in the continued CPD of all colleagues, focusing on whole school priorities and the sustained development of pedagogy based on research, best practice and excellent links with other schools. We offer individualised pathways which support staff at all stages of their career including coaching, in-house training (with SSAT) and National Professional Qualifications.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

We look forward to hearing from you.



Job Details

JOB TITLE	APPRENTICE PE TECHNICIAN
OPPORTUNITY	<p>We are seeking to appoint a PE Technician Apprentice. This position would suit an enthusiastic and energetic individual looking to enter or excel in a career within sports coaching and/or teaching. Apprentices will undergo training through Loughborough College, which will be delivered at Redmoor Academy. As a PE Technician Apprentice, you will need to understand how to plan and deliver coaching sessions. You will also need to inspire, motivate and enthuse your students.</p> <p>On completion of the 2 year apprenticeship programme you will be awarded with:</p> <ul style="list-style-type: none"> • L4 Apprenticeship Standard in Sports Coaching • L2 Functional Skills English and/or Maths (if required) • Emergency First Aid At Work
REPORTING TO	Head of PE
LOCATION	<p>Based at Redmoor Academy, there may be a requirement to travel to other schools within the Trust for collaboration opportunities.</p> <p>Occasional travel to Loughborough College may be required:</p> <ul style="list-style-type: none"> • A full induction day at Loughborough College at the end of the enrolment month. Dates TBC via the assessor on enrolment. • The delivery of this apprenticeship is carried out in the workplace with workshops being held at Stephenson Campus & Loughborough College.
SALARY	<p>Apprenticeship rate in line with Trust policy 37 hours per week, 39 weeks per annum Fixed Term Contract</p>
BENEFITS ENHANCING WORKING LIVES	<p>Competitive rates of pay</p> <ul style="list-style-type: none"> - Career pathways across the Trust - Professional development opportunities - Teacher / Local Authority Pension Scheme - Online retail discount - Employee Assistance Programme - Family Friendly policies to support family & carer commitments - Flexible Working Arrangements <p>www.thefuturetrust.org.uk/why-work-for-the-futures-trust</p>



▼ Job Description

Job Purpose:

To support the effective running of the school/department while developing skills, knowledge, and behaviours required for the apprenticeship standard.

Working under the direction and supervision of the Head of Physical Education to assist with teaching and learning and associated activities in accordance with school policies and procedures

Key Responsibilities

- From timetables and/or teachers' instructions, identify and ensure availability of all materials, equipment and apparatus that are required for P.E lessons
- Assist teaching staff in lessons by overseeing and/or assisting students to enable students to maximise their use of available lesson time and to obtain assistance with any problems being encountered (eg. use of materials and equipment).
- Ensure equipment used in the department is kept in a state of good repair, to ensure that it is always safe and available to use.
- Clean kit and equipment used by students to ensure that it is available when required.
- Undertake repairs and maintenance of equipment to maximise its usage and minimise the need for replacement thereby providing cost effective support.
- Maintain all areas of the PE department in a tidy condition (including cupboards) to ensure they are safe environments to work in, that accurate records of stock levels can be maintained and that equipment requiring repair can be identified easily.
- Provide advice, as necessary, on Health & Safety issues to staff and students. Alerting staff as necessary to any 'unsafe' practices by students, to reduce the possibility of accidents.
- To support and deliver extra-curricular activities
- To prepare and support the use of learning materials, monitor and maintain curriculum resources, and create visual displays in order to ensure a relevant physical learning environment.
- To assist with the maintenance of student record keeping systems, including recording agreed updates to individual records



- To assist with the maintenance of match reports, including recording and publicising fixtures and results.
- Support the organisation of whole school events.
- Support the organisation of fixtures.
- To escort and supervise students on educational visits and out of school activities, ensuring their health, safety and well-being.
- Assist with administration tasks such as filing, photocopying, collating, as required
- Undertake training as may be required to fulfil the duties of the post.

Apprenticeship Training & Development:

As part of this role, you will undertake a nationally recognised apprenticeship programme relevant to your job role – Level 4 Sports Coach Apprenticeship. The programme will include:

- Structured teaching and learning sessions delivered by an approved training provider
- Regular progress reviews and assessments
- Development of knowledge, skills and behaviours aligned to the apprenticeship standard

Off-the-Job Training (OTJ):

You will be required to complete a minimum of 20% off-the-job training as part of your contracted working hours. This will be delivered flexibly within the workplace through a combination of activities which may include:

- Classroom-based learning
- Online modules and webinars
- Practical training exercises
- Shadowing and mentoring
- Project work and assignments

This time is fully supported by the Trust and is designed to enable you to successfully complete your apprenticeship.

Line Management

- There is no Line Management associated with this role.

Professional Development

- Maintain personal professional development to ensure that the knowledge and skills required to fulfil the role of School Administrator are up to date.
- Be a professional role model, and understand and promote the aims of the School and the values of the Trust



Person Specification

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
ELIGIBILITY	<ul style="list-style-type: none"> • Must be aged 16 or over • Must have the right to work in England <p>Important for Applicants:</p> <p>Apprenticeships are designed for individuals who are developing new skills. Candidates who already hold significant qualifications and/or experience in the relevant field may not be eligible for apprenticeship funding.</p> <ul style="list-style-type: none"> • Must not be currently enrolled on another funded apprenticeship or full-time education programme 		Application form
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> • Must not already hold a qualification at the same or higher level in the same or similar subject area • GCSE grades C/4 or above in English and Maths are exempt from Functional Skills • Level 3 Sport Qualification and/or Coaching Experience 		Application form Certificates
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Must be able to commit to completing the full apprenticeship programme, including training and assessment • Good communication skills (verbal and written) • Ability to work as part of a team • Positive attitude and willingness to learn • Ability to follow instructions and take direction • Organisational skills and ability to manage time effectively • Professional and responsible approach to work • Ability to build effective working relationships with staff and/or students 	<ul style="list-style-type: none"> • Confidence in communicating with a range of people (e.g. students, staff, visitors) • Ability to use IT systems (e.g. Microsoft Office, email) • Problem-solving skills • Ability to work independently when required 	Application Interview Test

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EXPERIENCE	<p>Experience is not always required, but candidates must demonstrate:</p> <ul style="list-style-type: none"> • An interest in the chosen career pathway • A willingness to learn and develop new skills 	<ul style="list-style-type: none"> • Previous experience in a relevant setting • Work experience, volunteering, or placements • Experience working with children or young people 	<p>Application form Interview</p>
KNOWLEDGE & UNDERSTANDING	<ul style="list-style-type: none"> • Understanding of the importance of safeguarding and confidentiality (training will be provided) • Understanding of health and safety requirements relevant to the role (training will be provided) • Awareness of professional behaviour in a workplace setting • Basic understanding of the role area 	<ul style="list-style-type: none"> • Knowledge of how schools or educational environments operate 	<p>Application form Interview Assessment</p>
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Willingness and ability to complete the full apprenticeship programme, including off-the-job training and assessments • A professional role model who is committed to their own professional development • Committed to and able to promote the aims of the school and the values of the Trust: Learners First, It's about Learning, No Barriers. • Values diversity and the unique contribution that every individual makes to the learning community • Able to work calmly under pressure • Demonstrates professionalism, loyalty and integrity • Able to work flexibly, and to attend meetings and INSET days as required 		<p>Application form Interview</p>



How to apply

Closing date:

Friday 5th June 2026

Interviews:

TBC

Applicants are advised to carefully review the apprenticeship eligibility criteria outlined in this pack before applying.

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:

tel: 02477 102134.

To apply for this post, please complete the online application form found at:

www.thefuturetrust.org.uk/work-with-us/current-vacancies

On application please read the following policies found at:

www.thefuturetrust.org.uk/work-with-us/recruitment-pack

- Redmoor Academy Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.