**JOB DESCRIPTION – Cover Coach**

Langley Park School for Girls is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

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| **Title:**Cover Coach**Postholder:****Date appointed:****Date appointed to this Post:****Date of this Job Description:**July 2020**Salary Point:**NJC Scale 4, Point 7**Hours:****Immediately Responsible to:**Head of P.E. | Schools are complex organisations designed to support the learning of our young people. The better the education they receive, the greater their life chances and choices they will have. All young people deserve a world class education. This is only possible when everyone within a school works as part of a team, regardless of their role, to support the creation of effective and inspiring teaching & learning experiences.**Job Purpose:**To provide teaching and support in PE lessons/clubs. To cover lessons across the school. To coach selected students to improve their motivation at school.**Duties and Responsibilities:**1. To assist in running teams for after school practices and fixtures (minimum of 4 days per week and occasional weekends)
2. To plan, assist in the running of and collate results for the school inter-house competitions
3. To support PE teachers in normal lessons as directed
4. To assist with the running of the Physical Education department as directed, for example:
* Organising fixtures
* Monitoring standard and availability of PE equipment
* Administration tasks, such as data input, letter typing, ordering equipment, maintaining department display boards, PE website maintenance.
1. To assist with day and residential trips involving sports and Outdoor Education activities as required
2. To provide cover for absent teachers
3. To be a ‘coach’ for selected students
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# Agreed and signed

Postholder ................................................ Date ....................................

Headteacher ................................................. Date ……..............................