



Job Description

Job title:	Sports Coach
School:	Cade
Responsible to:	Curriculum Leader for PE
Salary Grade:	Grade E

Job Purpose:

To plan, deliver and monitor a coordinated programme of high quality, professional sports coaching that is progressive and reflective of the needs of children, and supports the aim of increasing participation in PE and school sport by all children at the school. This delivery will take place through the core PE programme and through lunch and afterschool extra-curricular provision.

Main duties and responsibilities:

- To prepare and implement well-structured and progressive coaching programmes ensuring a high quality, enjoyable coaching experience centred on the needs of children. The coaching programme will link the school and the wider community and will aim to provide increased opportunities for children to participate in sport and physical activity.
- To support the Curriculum leader for PE with the administrative tasks involved in school and competition events.
- To deliver coaching in a range of physical activities alongside teachers within the School's PE curriculum and to have a focus on out of school hours learning.
- To organise inter-school and intra-school sporting competitions for children.
- Maintain appropriate records and prepare monitoring reports.
- Aide with the monitoring and upkeep of equipment
- To be a positive role model, creating a positive and fun environment in which to motivate and encourage children to participate in sport and physical activity.
- To take positive steps to identify and overcome barriers to participation amongst children, prioritising access and inclusion.
- To agree to abide by the school's Staff Code of Conduct, including professional behaviour, relationships and appearance.
- To carry out duties in accordance with the School's PE and other policies, including equal opportunities, child protection, health and safety at work.
- To develop and maintain effective and positive working relationships with all staff, including the wider community and sporting organisations.
- To continue to maintain contacts which have been established with outside sporting bodies to ensure signposting opportunities are made available to specific groups or individuals.
- Supervise and support pupils to ensure their safety and access to learning.



- Establish good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual pupil's needs.
- Promote the inclusion and acceptance of all pupils.
- Encourage pupils to interact with others to promote high levels of physical activities. Encourage pupils to act independently as appropriate.

Additional Duties:

- To promote the Duke of Edinburgh's Award scheme, recruiting students to all levels
- To ensure the delivery of high-quality programmes and identify opportunities for increased participation.
- To work with the external outdoor activity provider, enabling our students to participate in outdoor expeditions.
- To liaise with the Duke of Edinburgh's award Southwest region operations team.

Standards and Quality Assurance:

- Support and uphold the aims and ethos of the School.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and report all concerns to an appropriate person.
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Appreciate and support the role of other professionals.
- Attend relevant meetings as required.
- Participate in training and other learning activities and performance development as required.
- Assist with the supervision of pupils out of lesson times, including before, after school and during lunchtimes.
- Accompany teaching staff and pupils on visits, trips and out of school activities as required.
- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
- To ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.

Health & Safety:

To be a fully trained first aider and first point of call for first aid within the PE department.



Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.

Cooperate with the employer on all issues connected with Health, Safety and Welfare.

Other job requirements:

- The nature of the work may involve the post holder carrying out work outside of normal working hours.
- To communicate effectively with people at all levels.
- To be a welcoming and professional ambassador for the school.
- Establish constructive relationships and communicate with other professionals.
- To participate in the school's professional learning programme.
- To maintain a professional portfolio of evidence to support the Performance Management process.

This document outlines the duties required of the post-holder for the time being to indicate a level of responsibility. It is not a comprehensive or exclusive list and from time to time duties may be varied which do not change the level of responsibility or the general character of the job.

This job description may be reviewed at the end of the academic year or earlier if necessary. In addition, it may be amended at any time after consultation with you.