

JOB DESCRIPTION



Job Title:	Head of PE
Reporting to:	SLT Link
Salary:	United Learning PayScale (Competitive with MPS/UPS) Plus TLR ranging from £4,000 - £6,000 depending on experience.
Contract:	Permanent, United Learning Contract

Role Purpose: The Head of PE will lead, manage and develop the Physical Education department and wider sporting provision, and support maximising student achievement, participation, health and wellbeing through high-quality PE, sport and enrichment.

Line Management

- Line manage and review main scale PE teachers.

Main Duties.

- Lead the implementation and quality assurance of KS3 and KS4 PE and Sport provision, including examination PE (GCSE/Vocational), extra-curricular sport, enrichment, fixtures and intervention where appropriate.
- Secure year on year improvement of OCR Sports Studies and BTEC Dance (new to Sept 26) results.
- Lead the development of appropriate curricula, schemes of work, assessment, marking policies, resources and teaching and learning strategies within the PE department.
- Create a positive and inclusive sporting culture which enables staff and students to develop confidence, resilience and enjoyment in physical activity.
- Model outstanding teaching and learning by delivering high-quality PE lessons and supporting intervention and enrichment programmes.
- Day-to-day management of PE and sport provision, including effective deployment of staff, facilities, equipment and resources.
- Use data effectively to drive improvement, identifying students who are underachieving or disengaged and implementing strategies to support participation and progress.

- Analyse and interpret national, local and school performance data, alongside inspection and research evidence, to inform curriculum development and improvement planning.
- Support senior leaders in monitoring progress against departmental improvement plans and evaluating impact on teaching, learning and outcomes.
- Promote and celebrate student and departmental success through assemblies, newsletters, displays, fixtures, competitions and reports.
- Contribute to collaborative curriculum planning and the development of high-quality teaching, learning and assessment materials.
- Actively promote equality of opportunity, inclusion and participation for all students, including disadvantaged students and those with SEND.
- Be accountable for the development and delivery of PE and Sport across the academy.
- Organise cover within the department when staff are absent, liaising with the Cover Manager where necessary.
- Plan, organise and lead fixtures, competitions, clubs, trips and visits associated with PE and school sport.
- Deliver high-quality CPD to staff within the department.
- Develop and create new relationships with local Sports Clubs and sporting foundations e.g. Salford Reds, MU Foundation

Teaching and Learning

- Deliver a PE curriculum with clear intent, implementation and impact.
- Ensure curriculum coverage, continuity and progression for all students, including examination groups.
- Ensure teachers are clear about lesson objectives, sequencing and progression, and communicate this effectively to students.
- Use instructional coaching and evidence-informed strategies to drive improvement in teaching and learning.
- Provide guidance on effective teaching approaches to meet the needs of all learners.
- Promote students' physical literacy, teamwork, leadership, resilience and healthy lifestyles.

- Establish clear policies for assessment, reporting and monitoring progress in PE and examination courses.
- Set high expectations for staff and students in relation to performance, behaviour and engagement.
- Evaluate the quality of teaching within the department and take action to secure continuous improvement.
- Work with parents to promote participation, progress and positive attitudes towards PE and sport.

Leadership and Management

- Monitor and evaluate the department in line with academy procedures and quality assurance expectations.
- Assist with the recruitment and induction of new PE staff.
- Conduct line-management and PDR meetings, maintaining clear records and action points.
- Develop positive and professional relationships with students, parents and colleagues.
- Delegate responsibilities effectively and build leadership capacity within the department.
- Identify and address training needs and support professional development.
- Ensure trainee and early career teachers are effectively supported, monitored and developed.
- Work with the SENCO to ensure provision meets the needs of students with SEND.
- Maintain a visible, approachable and authoritative presence within the department and across the academy.
- Undertake additional duties as agreed with the Principal or Vice Principal.

General

- Promote and uphold the vision and ethos of Irlam and Cadishead Academy.
- Support safeguarding, child protection, health and safety, confidentiality and data protection at all times.

- Participate fully in training, performance management and professional development.
- Represent the academy at events as appropriate.
- Undertake any other reasonable duties within the scope of the post.

The information contained above is to help staff understand and appreciate the work content of their post and the role they are to play in the organisation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.