



# Recruitment Pack

Head of PE  
Isca Academy

Closing Date: Wednesday 22nd May 2024 at 9am

Interview Date: Friday 24th May 2024

**Ted**  
**Wragg** TRUST

# Key Details

Job Title: Head of PE

Location: Exeter, Devon

Salary: MPS/UPS + TLR 2b

Closing Date: Wednesday 22nd May 2024 at 9am

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Our mission is excellence through habit. We inspire our scholars, celebrate their success, care about our community and have ambition for every single child. If you believe in our mission for 2027 we would love to hear from you.



# How to apply

A link to apply and further information regarding the school and the role is available from our website:  
[www.iscaexeter.co.uk](http://www.iscaexeter.co.uk).

For an informal conversation or to book a visit to our school, please contact Harriet Smith, PA to the Headteacher on [harriet.smith@iscaexeter.co.uk](mailto:harriet.smith@iscaexeter.co.uk).

# Ted Wragg Trust



We are an ambitious and inclusive Trust of schools



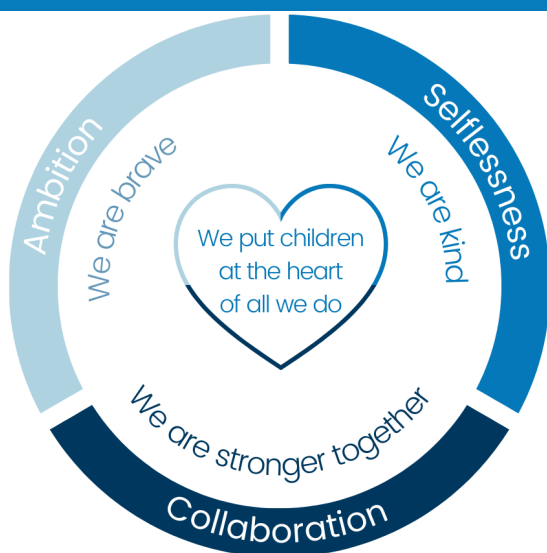
**Welcome from the Ted Wragg Trust  
CEO, Moira Marder**



On behalf of the Ted Wragg Trust, I would like to thank you for your interest in working with us. The Ted Wragg Trust (TWT) is an **ambitious** and **inclusive** Trust of schools **strengthening our communities** through **excellent education**. Our values driven, rapidly growing 2-18 Trust has the highest expectations for every child, every day, with social justice at our core.

This is a hugely exciting time for us as a growing Trust who work closely with other local schools and Trusts across Devon.

We demonstrate our love through our values



How we will succeed



# Job Description

<b>Job Title:</b>	Head of PE
<b>Location:</b>	Isca Academy
<b>Responsible to:</b>	Assistant Headteacher
<b>Salary Grade:</b>	MPS/UPS + TLR

## Key Purpose of Job

- To develop and oversee an excellent PE curriculum
- To oversee the quality of education across the PE faculty
- To lead the development of the PE at KS3/KS4
- To lead the PE faculty and follow school QA systems and take on the roles and responsibilities of a middle leader at Isca Academy
- To provide effective line management of the teachers within the PE departments and ensure they are supported to run their curriculum effectively and are able to achieve excellent outcomes in their subject
- To promote the development and love of the PE across the Academy
- Develop and implement an excellent extra-curricular offer for all Scholars
- To oversee the quality of coursework across all of the PE and ensure deadlines are met successfully and outcomes for all Scholars across all subjects are excellent
- Scholars, regardless of their social or cultural background, are motivated to succeed and make outstanding progress through creative, relevant and innovative teaching and learning
- The creation of an effective PE curriculum
- To ensure PE is given a high profile across the Academy

## Key Duties and Accountabilities

- Develop and maintain an PE curriculum for all year groups
- Oversee the quality of T&L of PE in lessons
- Contributing to the quality assurance of internal and external provision.
- Build and maintain excellent links and partnerships for PE provision within the local community
- Where required, to assist the Senior leadership team in the formulation of the Academy Improvement Plans, School Evaluation Form (SEF) and Action Plan, taking account of the agreed priorities of the School and how these links with national and local initiatives

## Supervision/ Line Management Responsibilities of the Post

- The postholder will be responsible for the supervision of the PE staff



# Job Description

## Working Environment and Conditions of the Post

- In support of the Trust's vision and ethos of shared teaching and learning to improve educational outcomes for young people the post holder may be required to work at other sites

## Other Duties

All Isca academy staff are expected to:

- Ensure that the aims, priorities and policies of the Academy and Trust are adhered to, including the staff Safeguarding Code of Conduct.
- Attend parents, staff and team meetings as required, making a valued and professional contribution.
- Undertake break, lunch and after school supervision as agreed, according to Academy policy.
- Encourage the good conduct of all Scholars and at all times on the Academy site and within its vicinity.
- To make a full commitment to personal professional development, engage positively in organised professional development activity and staff appraisal procedures.
- Maintain respectful and effective communication with Scholars and other staff, including attendance at briefings and through completing Scholar report cards and logs as appropriate.
- Maintain respectful, positive and effective communication with parents, including phone calls and letters home, as appropriate.
- Maintain positive and effective communication and liaison with partner schools and the wider community, as appropriate.
- Act as an advocate of the Academy and its pupils in all circumstances, ensuring every opportunity is taken to celebrate our success.

## Other Information

- The Trust is committed to ensuring that our employees are able to achieve their full potential in an environment offering dignity, respect and equality of opportunity. As an employee, you are representing the Trust and must support and demonstrate your commitment to the Trust's ethos and anti-discriminatory practices.
- The Trust operates a Smoke-Free Policy and the post-holder is prohibited from smoking or vaping in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and School Policies and Procedures.
- The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at.
- The post holder may be required to move their base to any location within the Trust upon request.
- As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.
- This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

# Person Specification

	ESSENTIAL/ DESIRABLE	How Assessed*
<b>Experience</b>		
Currently run a successful PE department	D	A, I, R
Evidence of whole school leadership initiatives	E	A, I, R
Experience of raising achievement intervention in teaching process	E	A, I, R
Experience of leading whole school provision	E	A, I, R
Knowledge of effective PE provision and statutory guidelines	E	A, I, R
Proven record of innovation and leading change successfully	E	A, I, R
Experience of School Improvement planning	E	A, I, R
Experience of managing others	D	A, I, R

<b>Qualifications and training</b>		
An appropriate, good honours degree (2:2 or higher)	E	A, C
QTS or equivalent	E	A, C
Evidence of further professional study	E	A, C, R
<b>Knowledge</b>		
Ability to teach your subject across the whole ability range	E	A, I, R
A thorough knowledge of the National Curriculum for your subject/department	E	A, I, R
Evidence of successful experience of curriculum/subject development	E	A, I, R
The ability to prepare and deliver lessons which actively engage all Scholars throughout the age and ability range at Key Stages 3 and 4.	E	A, I, R
An up-to-date understanding of current developments and initiatives	E	A, I, R
An ability to evaluate the work of others and enable their development through consultation, coaching and support	E	A, I, R

<b>Skills</b>		
Evidence of strong leadership skills	E	A, I, R
Complete understanding of effective T&L pedagogy and the ability to cite recent quality research in this area	E	A, I, R
Evidence of effective team work and collaboration	E	A, I, R
Ability to inspire and motivate Scholars	E	A, I, R
An ability to evaluate the work of others and enable their development through consultation, coaching and support	E	A, I, R
An ability to analyse data and information, identify patterns and trends and to formulate strategies for improving learning	E	A, I, R
Excellent communication skills, both oral and written	E	A, I, R
The ability to gain the confidence and respect of Scholars, staff and parents	E	A, I, R
Ability to prioritise, plan and organise own work	E	A, I, R

# Person Specification

Other		
Committed to equality of opportunity and the safeguarding and welfare of all pupils	E	I, R
Effective use of the ICT packages e.g. Word, Excel or equivalent	E	A, I, R
Ability to fulfil all spoken aspects of the role with confidence and fluency in English	E	A, I, R
Commitment to being involved in the wider life of the school through participation in extra-curricular activities.	E	A, I, R
Must pass <i>all</i> relevant safeguarding of children checks	DBS checks, self-declaration and interview	

\*AF= Application Form; C = Certificate; R= References; I= Interview



# Growing great people

Our aim is to be the greatest place to work in the South West. We know that to succeed in our mission, we must invest in and grow great people. Our comprehensive suite of development opportunities are available for everyone, whether you are just starting in your career or an experienced leader, there will be a development pathway to suit you.

Tim Rutherford – Deputy CEO

We know to be the greatest place to work we must welcome great people, retain great people and develop great people.



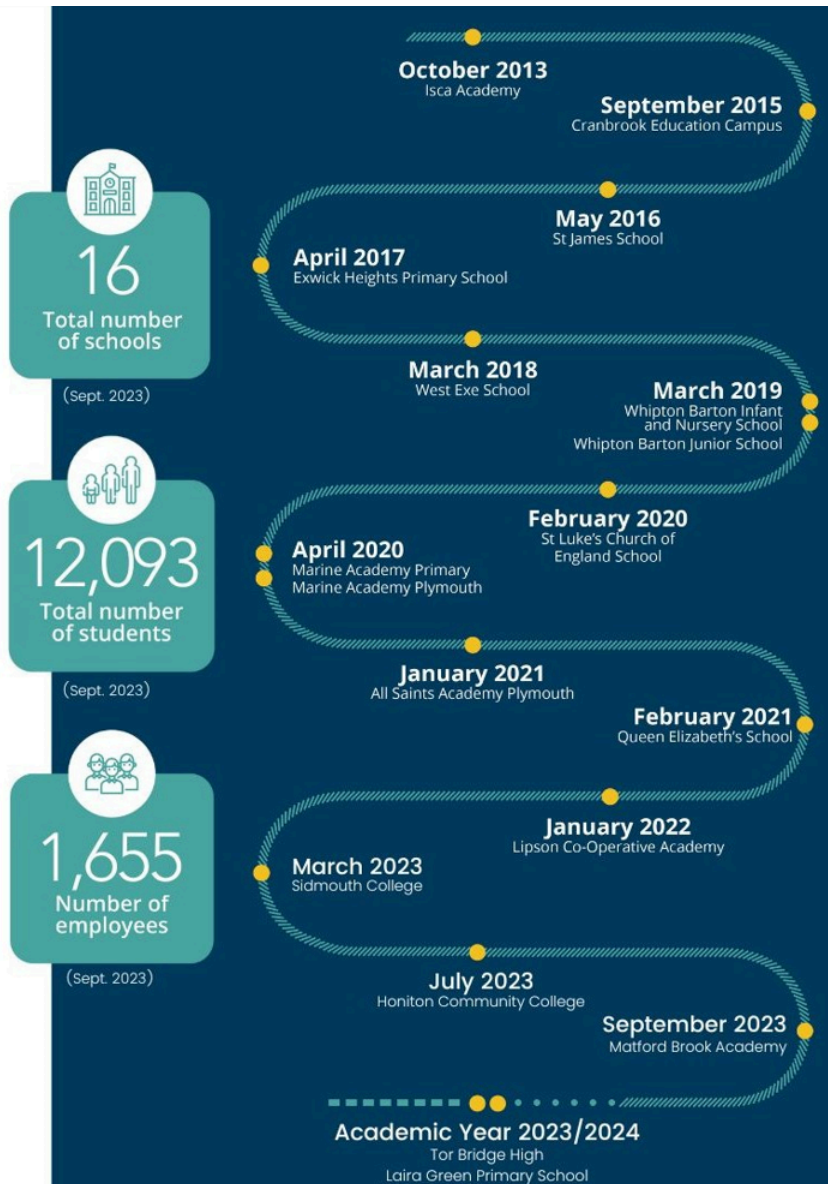
In our Trust, we are committed to nurturing a workplace where our employees feel that they belong. We believe that the culture of our trust thrives when individual differences are embraced so that everyone feels comfortable and confident in being who they are. This is supported through ensuring inclusivity in culture and equity in opportunities. We are committed to high quality and reflective employment practice so that we attract, retain and grow employees from diverse backgrounds and communities.



# Our Journey



Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about how education can transform young people's futures.



## Our Partnerships:

Our ongoing partnerships with the following organisations creates opportunities for a Headteacher joining our Trust to access leadership development, study tours and wider networks with some of the best schools, trusts and leaders across the country.



Colyton Grammar



**CORNWALL EDUCATION LEARNING TRUST**  
LEARNING TOGETHER



Reach Academy  
**Feltham**



# Recruitment Pack

Thank you for your interest!

**Ted**  
**Wragg** TRUST