

Post title - Head of Physical Education

Salary/Grade

Classroom Teachers' Main Scale plus TLR 2c

Purpose of the job

To provide professional leadership and management for Physical Education to secure high-quality teaching, effective use of resources and high standards of learning and achievement for all pupils.

To provide professional leadership and management for all school Physical Education performances and workshops to ensure widespread access to the subject of Physical Education, effective use of resources and high standards of learning and achievement for all pupils.

To own and oversee an ambitious programme and administration of extra-curricular activities, fixtures and wider participation schedule outside of school hours.

Under the reasonable direction of the Headteacher, carry out the professional duties of a schoolteacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).

To assist the Headteacher in the overall management and development of the school.

Reporting to

Creative & Performing Arts (CPA) Key Curriculum Leader

Responsible for

The leadership and management of Physical Education, including teaching staff, Physical Education Cover Supervisor and Technician and other specified personnel within the Area.

Liaising with

Key Curriculum Leader, Senior Management Team, Lead Tutors, Learning Support Services and relevant staff with cross-school responsibilities, relevant support staff, LEA representatives, external agencies and parents.

Working time

Full time as specified within the STPCD.

KEY FUNCTIONS

- Ensure the smooth running of the Physical Education Department and take a lead role in the development and delivery of the subject.
- Take a lead role in the development and delivery of all performances and initiatives, both internally and externally.
- Own the monitoring of student progress and ensuring high levels of attainment.

- Be accountable for delivering high levels of Physical Education by promoting the status and enjoyment of the subject.
- Ensure effective teaching in Physical Education so that lessons are challenging and exciting, evaluating the quality of teaching and standards of pupils' achievement and setting targets for improvement.
- Provide all those with involvement in the teaching or support of Physical Education the help, challenge, information and development necessary to sustain motivation and secure improvement in teaching.
- Establish and maintain policies and practices to promote positive pupil behaviour and achievement in Physical Education within the framework of the school policy for Positive Discipline.
- Identify appropriate resources for Physical Education and ensure that they are used efficiently, effectively and safely.
- Ensure a diverse range and style of Physical Education is promoted within the department and that students have the opportunity to explore a variety of Physical Education activities.
- Foster links with local and national Physical Education organisations.
- Encourage participation in Physical Education competitions at all levels within and outside the Trust.
- Provide all those with involvement in the teaching or support of Physical Education the help, challenge, information and development necessary to sustain motivation and secure improvement in Physical Educational performance.
- Establish and maintain policies and practices to promote positive pupil behaviour and achievement in Physical Education within the framework of the school policy for Positive Discipline.
- Identify appropriate resources for Physical Education and ensure that they are used efficiently, effectively and safely.
- Provide a rich, varied and high quality extra-curricular for Physical Education, including fixtures and competition for boys and girls.
- Support the Key Curriculum Leader in the leadership and management of the CPA Key Curriculum Area.

SPECIFIC RESPONSIBILITIES

- Keep abreast of changes in Physical Education through CPD and make sure these changes are used to the best advantage in the school.
- Use Physical Education to represent and promote the school through fixtures/competitions and events within the school and in the wider community, having full organisational responsibility to ensure complete professionalism at all levels.
- Commit to continuous professional development by leading through example and support. Co-ordinate the provision of high-quality professional development by methods such as coaching, drawing on other sources of expertise as necessary, for example, higher education, LEAs, subject associations.
- Ensure that teachers are clear about the teaching objectives in lessons, understand the sequence of teaching and learning in the subject and communicate such information to pupils.
- Provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject and of different pupils.

- Aim to ensure that classes in Physical Education are effectively managed so that pupils can learn in a supportive and calm working environment.
- Monitor the use of the Positive Discipline policy in Physical Education to ensure that staff are consistent and effective in their use of the policy.
- Support colleagues in the Physical Education area in dealing with disciplinary issues, taking responsibility for managing behaviour in Physical Education and in the related corridor areas.
- Ensure that Physical Education meets the requirements of the examination boards with respect to invigilation, moderation and marking.
- Manage the Physical Education capitation budget and resources, establishing staff and resource needs for the subject working with the KCL to allocate available subject resources with maximum efficiency to meet the objectives of the school and subject plans and to achieve value for money.
- Monitor the processes which ensure that pupil attendance and punctuality in Physical Education lessons is monitored and recorded in line with school policy.
- Monitor the work areas used by Physical Education, creating a safe, effective and stimulating environment for the teaching and learning of Physical Education.
- Ensure curriculum coverage, continuity and progression in the subject for all pupils, including those of high ability and those with special educational or linguistic needs.
- Support the KCL in the production of a CPA Improvement Plan as part of the School Improvement Plan, to include staff development and training implications.
- Take part in the school appraisal policy, appraising staff as required and using the process to develop the personal and professional effectiveness of the appraisee.
- Assure quality teaching and learning in the department through learning walks, student voice and work samples.
- Provide staff reference information as requested by the Headteacher.
- Prepare for and attend KCA meetings and to attend ALT meetings.
- Organise and chair Physical Education meetings, communicate information to staff and co-ordinate resulting action.
- Undertake other tasks as reasonably required by the Headteacher.

Person Specification

	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Qualified Teacher Status • Undergraduate degree 	<ul style="list-style-type: none"> • Master's degree in subject or education-related field • Subject-specific qualifications
Skills, Knowledge and Experience	<ul style="list-style-type: none"> • Commitment to supporting all students including those from under-resourced backgrounds • Teach the subject to students of all abilities at KS5 • Engage and motivate students to achieve potential • Deliver lessons which provide both access and challenge for all students • Show enthusiasm for the teaching of PE and the contribution that PE makes to a broad and balanced education • Understand how children learn and progress in their knowledge, understanding and skills in e Plan lessons and schemes of work • Use ICT proficiently to support learning and for teaching-related administration • Use data to track student achievement and to identify interventions needed • Be willing to act as a form tutor • Demonstrate excellent teacher-student relationships • Manage a class of students well, with an understanding of how to build a successful learning environment • Liaise effectively with families of students • Display fairness and respect for students and colleagues • Work collaboratively with members of a team • Be a reliable and dependable colleague • Have smart personal presentation • Demonstrate good timekeeping • Comply with school policies • Understand and be honest about your own strengths and areas for development • Adapt to changing priorities • Meet deadlines and manage workload • Work effectively under pressure • Show resilience, flexibility, humility and a can-do attitude • Demonstrate commitment to the school's equality, diversity and inclusion aims • Demonstrate commitment to continuing professional development 	<ul style="list-style-type: none"> • Prove how your students have achieved or exceeded their targets • Offer a second subject • Guide students at transition points e.g. KS4 options • Previous experience in an inner London school Contribute to wider school life • Demonstrate a proactive and creative approach to problem-solving
Safeguarding	Commit to the protection and safeguarding of children and young people, as defined in Keeping Children Safe in Education 2024	