



<b>Post Title</b>	<b>Sports Coach</b>
<b>School / Organisation</b>	Avanti Meadows & Avanti Brook Primary
<b>Location</b>	Bishop's Stortford
<b>Grade</b>	Grade 5, £27,715 - £28,912 per annum, pro rata <i>Approximately £13,003 - £13,565 per annum (0.46917 FTE)</i>
<b>Hours</b>	22 hours per week 9.30 - 4.30 (3 days). 12.30 - 4.30pm (1 day)
<b>Contract Type</b>	Fixed-term contract until August 2026 Term-time
<b>Reports to</b>	Head of School
<b>Preferred Start Date</b>	April 2025

### MAIN PURPOSES OF THE JOB

- To participate in the delivery of a broad, balanced, and ambition PE curriculum for all pupils.
- To monitor and evaluate the overall progress and development of pupils.
- To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential.
- To contribute to raising standards of pupil attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal Avanti Brook and Meadows Primary Schools.

### RESPONSIBILITIES OF THE JOB

#### Team Teaching

- Promote and support the delivery of high-quality PE teaching and learning within the school.
- Support in the planning and delivery of schemes of work and lessons that meet the requirements of the National Curriculum.
- Be a role model for pupils, inspiring them to be actively interested in PE.
- To maintain appropriate records and to provide relevant accurate and up-to-date information for the school assessment system.
- Support the setting of expectations for staff and pupils in relation to standards of achievement and the quality of learning and teaching.
- To prepare and train pupils for internal and external sports competitions
- Play a leading role in coaching/training children for inter-school tournaments/leagues and assisting in transporting teams to and from such events.
- Prioritise and manage time effectively, ensuring continued professional development in line with the role.
- To follow the school policies and procedures.
- To ensure the effective/efficient deployment of classroom support where appropriate.
- To maintain discipline in accordance with the school procedures, and to encourage good practice regarding punctuality, behaviour and standards of work.
- Promote PE/Sport across the school.
- Promote PE learning through out of hours activities.
- Promote and encourage an active and healthy lifestyle for all pupils'
- Ensure a high-quality learning environment within the PE area
- Support the PE/Sports leader to ensure that PE equipment is appropriate and available in order to deliver high quality PE.
- To contribute to the organisation of special PE events e.g. sports day, sports week etc.
- Design and implement systems to record and monitor behaviour across the school and where necessary action initiatives for improvement



- Support with the management of lunchtime provision to ensure pupils can enjoy safe, happy and engaging lunchtimes.
- Assist staff to develop confidence and competence in teaching PE by acting as a mentor
- To be a positive role model, creating a positive and fun environment in which to motivate and encourage children to participate in PE and sports, welcoming all participants in a professional and friendly manner.

### Assessment, Feedback & Tracking:

- To monitor and evaluate the assessment and feedback to pupils in line with whole school policy.
- To follow school monitoring and tracking systems relating to pupils' attainment, progress and achievement.

### Safeguarding:

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding and Safe Practices policy within the school.
- Comply with the school's Safeguarding Policy to ensure the welfare of the children.
- Be aware of and understand safeguarding protocol and procedures and the importance of taking appropriate action.

### General

- Support the implementation of school and trust policies.
- Promote the inclusion and acceptance of all pupils.
- Attend and participate in meetings and training opportunities.
- Carry out any other reasonable tasks/duties as required by The Trust in accordance with the needs of The Trust

PERSON SPECIFICATION			
Criteria		Requirement	
		Essential	Desirable
1.	Diploma in Higher Education in Sports Management and Coaching Studies	X	
2.	Other qualifications such as: Level 1 Gymnastics, BTEC national award in sports, NVQ Level 3 in sports coaching etc.	X	
3.	The ability to effectively deliver high quality PE lessons to pupils of all ages and abilities including those with physical disabilities.	X	
4.	Good written and verbal communication skills	X	
5.	Good ICT skills	X	
6.	Good knowledge of a variety of sports	X	
7.	Knowledge of Health and Safety legislation and other legislation in relation to PE and sports	X	
8.	Experience of teaching pupils in groups of mixed ability and age (preferably primary).	X	
9.	Experience of teaching pupils with a range of additional needs, e.g. physical, SEN, EAL, SEMH	X	
10.	Experience of running clubs outside of school hours	X	
11.	Demonstrates trust, openness and respect in dealings with people.	X	
12.	Flexible approach to tasks and workload.	X	
13.	Commitment to the safeguarding and welfare of all students	X	



#### **FURTHER INFORMATION**

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

For further information - <https://avanti.org.uk/wp-content/uploads/2024/09/Child-Protection-and-Safeguarding-Policy.Summer-24-2.pdf>