



**Acorn**  
Education Trust



# Teacher of PE

Clarendon Academy

# Welcome from Sara Edwards

*Acorn Education Trust CEO*

**Thank you for your interest in one of our vacancies, I hope the information enclosed in this pack inspires you to apply.**

Acorn Education Trust was established in 2014 to provide a local solution to a national strategy. We now serve 20 settings: 15 Primary Schools, 3 Secondary Schools and 2 nurseries.

Our mission is to 'prepare young people for their world in their time' and this sits at the heart of all we do. We strive for excellent leadership, excellent teaching and excellent learning. Our vision is to transform lives through education.

In every Acorn School, you will see:

- A** Active and visible leadership
- C** Care, support and challenge
- O** Opportunities for all
- R** Readiness to reach out
- N** Needs of all are paramount

Every Headteacher focuses on leading teaching and learning in their school. Central teams manage the business element of the Trust which allows us to share resources, improve IT and estates infrastructure and invest in school to school support. We are therefore able to direct as much money as possible into teaching and learning thus improving the life chances of all our young people.

Whatever role you are applying for, whether in a school or as part of the central team, we hope you can align with our vision and values, have the determination to succeed and are up for a challenge. In turn, we will provide you with a comprehensive and supportive induction programme, professional development and a career with Acorn.

We hope this information pack provides you with a flavour of working within our Trust and we look forward to receiving your application.

*Sara Edwards*

# About Clarendon Academy

*Respect, determination and excellence*

Clarendon Academy is a thriving co-educational, non-denominational secondary school and sixth form, educating young people between the ages of 11 and 18 years. Located in the bustling town of Trowbridge, Wiltshire, our school has a strong reputation in the local community, and beyond, for being a school with high standards of teaching and learning.

We pride ourselves on being a centre of excellence and a place where young, enthusiastic children enter in Year 7 and leave us at the end of Year 13 as fully rounded young adults. Our staff aim for every lesson, every day, to be exceptional. To support this, we ensure that all staff receive regular training so they can continue to develop their craft. Our curriculum is enhanced by the strong pastoral support offered by all staff. We care deeply about our students and work tirelessly to ensure they feel that they belong and can achieve their dreams.

In June 2023 we retained our 'Good' Ofsted rating and were praised for our high-quality, well sequenced curriculum and for our staff, who not only have good subject knowledge but also know our pupils exceptionally well.

In 2018 we joined Acorn Education Trust, which has provided exciting opportunities to improve local education and draw on collective experience. We work closely with other schools within the Trust and the central team to help us continue to grow from strength to strength.

We look forward to welcoming you to our school.

Craig Turze  
*Headteacher*

For more information, please visit our website: [www.clarendonacademy.com](http://www.clarendonacademy.com)

# Department information

## *Physical Education (PE)*

### Curriculum

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All pupils have a minimum access to four hours of subject time per fortnight.

#### **Key Stage 3**

- Students are exposed to a broad range of sports and activities.
- Assessment focus is based on core sporting principles of social interaction, self-drive, participation, coachability and mental strength.
- All pupils are assessed on skills throughout their time at Clarendon to ensure that they all engage and acquire a range of invaluable skills.

#### **Key Stage 4**

- In KS4 pupils skills are further honed;. In addition to exposure to the same breadth of sports and activities from KS3 (core PE lessons), pupils also have access to 'Games' lessons which are centred around the Sports Education model.
- This entails full match inclusion of participants in order to benefit from improved game understanding, as well as the recognised health benefits attributed to regular participation in sport and exercise.

#### **Examination**

- Pupils are given the opportunity to take Sport as a qualification from Year 10 onwards.
- A range of vocational courses are available including Cambridge Nationals Level 2 and Sport Leaders.
- Our outstanding attainment outcomes for Level 2 (Years 10-11) make us one of the strongest delivers in the region and allows students to achieve grades far above the national average.

### Department accommodation and resources

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The PE faculty is housed together in one block; it comprises two classrooms and one computer room (for examination courses). The faculty also benefits from a large gym, multi-use sports hall (with viewing balcony), swimming pool and two squash courts. Outside there are extensive fields, a red-gra and fitness suite.

### Extra-curricular activities

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The department boasts an extensive and successful extra-curricular programme which runs over three terms, in addition to regular enrichment activities. There is also a bi-annual international sports tour.

### Department structure

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The experienced and dynamic team of nine teachers and three assistants (who work specifically with children with additional needs) are fully focused on the achievement and wellbeing of the students in their care.

# Job description

<b>Job title</b>	Teacher of PE
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<b>Reporting to</b>	Head of PE / Headteacher
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## Main purpose

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The Teacher of PE will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

## Duties and responsibilities

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### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

### Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

### Professional Development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate

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## Job description continued

### Duties and responsibilities cont.

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#### Communication

- Communicate effectively with pupils, parents and carers

#### Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

#### Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

#### Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

#### Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

*Please note: This Job Description may be amended at any time in consultation with the postholder.*

# Person specification

Criteria	Essential
Qualifications and Experience	<ul style="list-style-type: none"><li>• Qualified Teacher Status (QTS)</li><li>• Undergraduate degree</li><li>• Successful teaching experience</li></ul>
Skills and knowledge	<ul style="list-style-type: none"><li>• Knowledge of the National Curriculum</li><li>• Knowledge of effective teaching and learning strategies</li><li>• A good understanding of how children learn</li><li>• Ability to adapt teaching to meet pupils' needs</li><li>• Ability to build effective working relationships with pupils</li><li>• Knowledge of guidance and requirements around safeguarding children</li><li>• Knowledge of effective behaviour management strategies</li><li>• Good ICT skills, particularly using ICT to support learning</li></ul>
Personal attributes	<ul style="list-style-type: none"><li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li><li>• High expectations for children's attainment and progress</li><li>• Ability to work under pressure and prioritise effectively</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding and equality</li></ul>

The Teacher of PE will be required to follow school policies and the staff code of conduct.

*Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the successful applicant will carry out. The postholder may be required to do other duties appropriate to the level of the role.*

# Support for our staff

Whether your role is in a school or the central team, you will be part of a caring team that will provide you with the support and challenge needed to fulfil your role effectively.

## Continued Professional Development (CPD)

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- A comprehensive induction programme for all new staff (across all roles), that includes mentor and peer support
- Statutory training on safeguarding, health & safety and GDPR
- Access to over 2,500 world-leading courses, webinars and resources via the National College online training platform
- Support for Early Career Teachers (ECTs)
- Role specific training for Designated Safeguarding Leads (DSLs) and Special Educational Needs and Disability (SEND) roles
- School based training, including mentoring and coaching from senior leaders within school and across the wider Trust; Cross phase and school to school support
- Subject communities, across primary and secondary level, to share good practice across the Trust
- Opportunities to role shadow
- Apprenticeships available at various levels across the Trust for multiple roles, including Teaching, Teaching Assistants, Nursery and IT Technicians

## Health and wellbeing

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- A strong culture of wellbeing across all schools and the central team
- Family friendly policies, including comprehensive flexible working policy, adoption leave policy, maternity and paternity (including shared parental leave) policies and staff wellbeing policy
- Access to [Care First](#), an employee assistance programme which provides confidential support on health and wellbeing, relationships, money issues, bereavement and loss, stress, anxiety and depression and much more

## Pensions

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- Teacher pension
- Local government pension
- Nest pension

Staff wellbeing is very important at Acorn Education Trust. We are consistently looking for new ways to improve our offering, and, regularly collect feedback at all levels to check in with our staff and ensure they feel supported in their role.



## How to apply

We highly encourage all interested applicants to arrange a tour of our school prior to applying.

To arrange a tour, or if you would like any additional information about this role, please contact the school office via email at [aes@clarendonacademy.com](mailto:aes@clarendonacademy.com) or by phone on 01225 762686.

### To apply

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Please visit our [TES vacancy page](#) to complete an application form.

Please use the Supporting Statement section to explain why you're right for the job (including any experience, skills or other information which you think makes you suited for the role at Clarendon Academy. Please keep your statement to no more than two sides of A4.

Shortlisted candidates will be invited for a one-day interview.

Clarendon Academy, Frome Road, Trowbridge, BA14 0DJ

01225 762686

[general@clarendonacademy.com](mailto:general@clarendonacademy.com)

*Clarendon Academy, as part of the Acorn Education Trust, is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. If successful in obtaining this post you will be subject to a Disclosure from the Disclosure and Barring Service and health screening. We are an equal opportunities employer. As part of our safer recruitment processes, if you are shortlisted for the post, we will carry out a social media account search.*