



# Teacher of Physical Education

## CANDIDATE INFORMATION PACK

SUMMER 2023



**Sackville School**

TOGETHER WE ACHIEVE

## Teacher of Physical Education Information Pack:

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Dear Applicant,

We are delighted that you are looking to join our team.

Sackville is a vibrant school, with supportive families, colleagues and students who behave well and are a genuine delight to be around. This is a harmonious and happy place to work, with colleagues who want the very best for our students and work hard to achieve it. Our motto of 'Together We Achieve' very much resonates throughout the school.

Our academic standards are high, and our students make good progress with **Progress 8** being significantly above average in recent years. We regularly have students achieve places at **Oxbridge**, with many more going on to **Russell Group** and other universities. However, as a truly inclusive and comprehensive school, we are equally proud of the students who successfully move on to **apprenticeships**, and into **employment** or **training** to meet their personal ambitions.

**Pastoral care** and the support we give students to achieve in life and in learning is of equal importance to us. We believe that every member of our team has a part to play in this, beginning with the role of the form tutor.

We believe in offering a broad and balanced curriculum in which **trips, visits, clubs, charity work and competitions** play a vital part. Our vision is for our students to leave the school with the best grades possible to support the next step of their journey, but we will only have fully achieved our vision if they also leave as well rounded, confident and curious young adults who believe in themselves, that anything is possible and go on to achieve great things in their future.

Already a '**Leading Edge**' school, the SSAT have awarded us for our work on **Professional Learning, Principled Curriculum Design, Engaging with Evidence** and **Research and Leadership Through Moral Purpose**. Developing our teaching and learning is an ongoing priority and staff really value the collaboration our professional learning groups provide with regular opportunities to share good practice through evidence-based research and pedagogy. In our [professional journal](#), our teachers write about some of their **research**.

**"Our vision is for a safe and inclusive community that enables every student to reach their full potential and develop a love of learning, by living our values every day".**

Our fundamental belief is that **every student has potential**, gifts, and talents. It is our job, no matter what role we have in school, to provide the opportunities, challenge, guidance, and support that enables them to truly flourish.

Our vision is underpinned by 9 values: **Positivity, Ambition, Community, Teamwork, Inclusivity, Curiosity, Resilience, Equality and Honesty**. We have high expectations of our students who we challenge to work hard, live our values and fully engage in school life. We offer a wide variety of extra-curricular provision. **Art, drama, music, sport** and **debating** are all very strong at Sackville and we are very proud of the level of success that has been achieved in these valuable curriculum areas, as well as the opportunities given to provide inclusive and enriching activities for all.

So, are you someone who wants to help shape a whole community? Do you share our philosophy of high aspiration and expectations for all students? Are you a leader who believes that by fostering positive and collaborative relationships between students, families and school, there are no barriers to learning that cannot be overcome? If so, then we would love to hear from you.

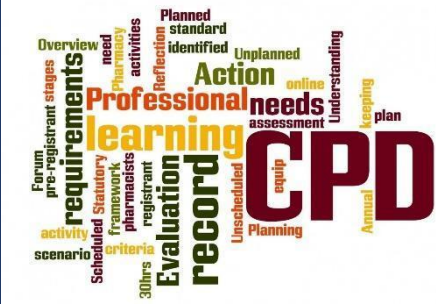


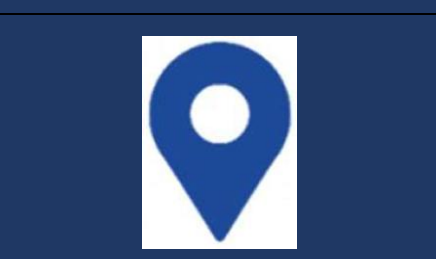


If you think this could be the role for you, we encourage you to come and visit to see for yourself or arrange to have an informal conversation with us. Visits can be arranged by contacting [kdawson@sackvilleschool.org.uk](mailto:kdawson@sackvilleschool.org.uk) or telephoning 01342 414900. An application pack is available from our school website at [www.sackvilleschool.org.uk](http://www.sackvilleschool.org.uk).

Yours faithfully



Jo Meloni  
**Headteacher**

# Why Sackville?

|  |  |
|--|--|
|    | <h2>CONTINUED PROFESSIONAL DEVELOPMENT</h2> <ul style="list-style-type: none"> <li>- Comprehensive program of CPD is available to all staff</li> <li>- Tailored approach to fit the individual and their own needs</li> <li>- Membership of a number of external organisations designed to aid training and development across the school</li> </ul>   |
|    | <h2>FINANCIAL</h2> <ul style="list-style-type: none"> <li>- We offer competitive salaries at all levels</li> <li>- Staff have access to the Teacher's Pension or Local Government Pension Scheme</li> <li>- Access to the West Sussex Choices platform that enables you to access a vast array of discounts and savings across major brands</li> </ul>   |
|   | <h2>COMMUNITY</h2> <ul style="list-style-type: none"> <li>- A supportive and friendly staff group who will always go the extra mile for each other</li> <li>- 'Staff Tea' weekly on a Thursday to bring the staff from across the school and departments together</li> <li>- The school forms a real part of the local community, committing to working with local groups and charities wherever possible</li> </ul> |
|  | <h2>LOCATION</h2> <ul style="list-style-type: none"> <li>- Historic town with clear town identity</li> <li>- Easy access to London and Brighton</li> <li>- On the doorstep of the South Downs</li> </ul>   |
|  | <h2>STAFF WELFARE</h2> <ul style="list-style-type: none"> <li>- We subscribe to the Employee Assistance Program</li> <li>- Supportive community focussed on support and wellbeing</li> <li>- Full free access to our fully suited gym</li> </ul>   |
|  | <h2>CAREER PROGRESSION</h2> <ul style="list-style-type: none"> <li>- We are committed to developing all staff across the school</li> <li>- Structured line management to support ongoing development</li> <li>- Support for external qualifications to provide ongoing learning, for example, the National Professional Qualifications</li> </ul>  |



# Sackville School

TOGETHER WE ACHIEVE

## Teacher of Physical Education

**MPS/UPS**

**FULL TIME**

Required for the September 2023, an enthusiastic and talented Teacher of Physical Education to teach classes across Key Stages 3, 4 and 5.

We are excited to build our team and are looking to appoint to our successful PE department. The department is currently made up of ten members of staff. Our team of specialists enjoy excellent facilities including a Sports Hall, two gymnasiums and a fitness suite. Ample field space plus a 400m redgra running track and tennis courts. There is outstanding extracurricular provision. We also use the great facilities in the local area which include East Grinstead Hockey Club, East Grinstead Cricket Club and K2 Climbing. We are committed to building our community events and have regular festivals with local schools where our Sports Leaders take a large role in organisation.

Our GCSE results are consistently strong with extremely positive progress 8 scores. Our A level progress is at the top end of all local authority providers. We offer AQA Physical Education A Level and the OCR Cambridge Technical Extended Certificate in Sport and Physical Activity in Key Stage 5 to a comprehensive Sixth Form of around 350 students. At Key Stage 4 (years 9-11) we offer AQA GCSE PE and the CNAT Certificate in Sports Studies as well as non-exam core PE. All students receive two hours of PE a week in Key Stage 3 and Key Stage 4.

Sackville is a popular and oversubscribed large, mixed, 11-18 comprehensive with 1700 students on roll. It is an exceptionally friendly and supportive community built on strong relationships which allow every student to thrive. We invest in our staff, enabling them to pass on their knowledge and love of their subject such that our students are given the very best experience and opportunities to succeed. We have acquired a deserved reputation for fighting for every child, to support every student in achieving their full potential and developing a lifelong love of learning.

High value is placed on providing ongoing professional development and engaging in educational research. We are looking for someone with the skills, enthusiasm and ambition to join our team and to achieve our ambitious aims for all of our students.

**Closing Date:** Thursday 20<sup>th</sup> June, 2023 at 9.00 am

**Interviews:** w/c Monday 26<sup>th</sup> June 2023

We reserve the right to shortlist and interview prior to the closing date, so early applications are encouraged.

Please address your letter of application to Ms Jo Meloni Headteacher on no more than two sides of A4. Send this together with the application form and safer recruitment form to [kdawson@sackvilleschool.org.uk](mailto:kdawson@sackvilleschool.org.uk)



Sackville School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The post is covered by the Protection of Children Act and is therefore subject to enhanced DBS clearance.

It should be noted that it is a requirement of the Governors of Sackville School that candidates should, whenever possible, name as referees current and former employers (via Heads or Principals where employment at educational institutions is concerned). Any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure and Barring Service.



# Sackville School

TOGETHER WE ACHIEVE

Our vision is for a **safe** and **inclusive community** which enables every student to reach their full **potential** and develop a **love of learning**, by living our **values** every day.

Our  
Vision

Our  
Purpose

- ✓ To ensure students develop a **lifelong love of learning**
- ✓ To provide an engaging, broad, and knowledge-rich curriculum through high quality teaching and assessment
- ✓ To ensure all students achieve their **potential** regardless of their ability, we fight for every child
- ✓ To plan an **ambitious** programme of professional learning for all staff, using **research** and evidence to guide their development
- ✓ To prepare students for the world of work and to live fulfilling adult lives as **global citizens**
- ✓ To work closely with other professionals and agencies to serve the needs of our **community**

Together  
We  
Achieve

Sackville  
Way

Our  
Values

#SWAY

- ✓ RESPECT
- ✓ KINDNESS
- ✓ PREPARED



Sackville School  
on a page

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|---------|---|----------|
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|         | A | MBITION  |
|         | C | OMMUNITY |
| TEAMWOR | K |          |
| INCLUSI | V | ITY      |
| CUR     | I | OSITY    |
| RESI    | L | IENCE    |
| EQUA    | L | ITY      |
| HON     | E | STY      |



# Physical Education Department

Physical Education is a well-established department within the school and wider school community. Each member of the department is an integral part of the team, working together, sharing ideas and developing resources. We have extensive facilities including a large sports hall, a well-equipped fitness suite, two smaller halls, as well as plenty of outdoor space including fields, netball courts and redgra based hockey pitches/running track. The ethos of the Faculty is one of teamwork, enthusiasm and a sense of purpose. We have ten members of the department in total, who all bring a wealth of expertise, great sense of humour and support for one another.



## Key Stage 3 (Years 7 & 8)

Our programme of study and schemes of work ensure coverage of the National Curriculum requirements and offer our students a variety of activities and opportunities to develop the core skills needed in most physical activities. Assessment at KS3 is continual; we encourage students to assess their own progress, setting targets in consultation with the teacher.

## GCSE and Cambridge National (Years 9-11)

Students are entered for the AQA GCSE exam or the Cambridge National Award in Sport. This allows us to cater for all students who are interested in examination based physical education and to tailor our programmes to support the needs of different learners.

At KS4, we also run a leadership programme for many of our students, which then allows them to support our wider community through our primary partnerships.



## A Level and Cambridge Technical (6th Form)

Students are entered into the AQA A Level exam or the Cambridge Technical Award in Sport and we regularly have at least one class studying each. Our 6th form students are fantastic role models for our younger students and regularly assist within lessons and extra-curricular activities.

## ICT

We are fortunate to have our own ICT resources with networked machines in our PE classroom as well as an interactive whiteboard. We also have Chromebooks that are used within the

department.

## Extra-Curricular

Our extra-curricular programme is one of the main strengths of the department. We offer a wide variety of clubs and activities to encourage as many students as possible to get involved. We also compete in a whole host of sports and activities in order to further develop our students and help them to find lifelong activities and develop more advanced skills and tactics. Throughout the year we also host inter-form competitions for all students to take part in as well as sports days at the end of each year. We have an annual gym and dance display which involves the whole school, a sports awards evening and a year 11 super stars competition.



# JOB DESCRIPTION



## Teacher of Physical Education Job Description

**Pay Range: MPS/UPS**

*You will be required to have full commitment to safeguarding and protecting the welfare of children and young people*

You are required to carry out the duties of a schoolteacher as set out in the Schoolteachers' Pay and Conditions Document.

### **CORE PURPOSE:**

- To develop and enhance the teaching and learning of Physical Education at Sackville.
- To raise levels of attainment and progress of all students in Physical Education

### **TEACHING:**

- Deliver high quality lessons that meet the needs of all students.
- Ensure subject knowledge is up to date and refreshed as necessary.
- Participate in all internal CPD sessions and attend external CPD as required to develop pedagogy.
- Participate in the appraisal review process following the completion of the ECT induction process.
- Play an active part in the extra-curricular offer of the department.

### **MONITORING STUDENTS' EXPERIENCE:**

#### **Attendance:**

- Ensure effective practice in accordance with the school policy.

#### **Behaviour:**

- Effectively manage students' behaviour in accordance with the school policy, applying appropriate departmental sanctions, including regular detentions.

#### **Records:**

- Ensure that students' records are accurate, updated and accessible e.g. attendance registers, internal communications, special reports.

#### **Reporting:**

- Complete effective report writing to parents, as identified in the School Calendar.
- Record attainment and progress data as required.
- Attend Parents' Evenings as required.



## **Uniform**

- Monitor the standard of uniform in accordance with school policy and deal with persistent offenders.

## **CURRICULUM:**

- Attend Subject Meetings.
- Contribute to the planning for departmental improvement and cross curricular links.
- Contribute to the development and regular revision of appropriate schemes of work showing differentiation and assessment in accordance with school guidelines.
- Contribute to the wider life of the school through extra-curricular activities.
- Liaise closely with Community Leaders, Community Assistants and Tutors to monitor student progress and agree interventions to raise achievement.

## **ASSESSMENT:**

- Contribute to the clear and effective methods of assessment in line with national and School Policies.
- Use all relevant prior and current performance data to monitor individual student progress in your classes.
- Ensure KS3, KS4 and KS5 attainment targets are met using all appropriate strategies for improvement and student support.

## **HEALTH AND SAFETY:**

- To ensure the health and safety of all students and to report concerns to the line manager promptly.

*To be alert to issues of safeguarding child protection ensuring that the welfare and safety of children attending School is promoted and safeguarded and to report any child protection concerns to the designated Child Protection Officer using safeguarding policies, procedures and practice.*

*Prevent, identify and minimise risk of interpersonal abuse or violence, safeguarding children and other vulnerable people, initiating the management of cases involving actual or potential abuse or violence where needed.*

*Be aware of and update colleagues, as appropriate to comply with current legislation and policies affecting practice, e.g Children's Act, National Service Frameworks, Child Protection Procedures, Health and Safety and Data Protection.*

**This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.**

# PERSON SPECIFICATION



## Teacher of Physical Education

| Education and Training   | Desirable | Essential |
|--|-----------|-----------|
| Qualified teacher status   |           | X         |
| Willingness to develop own expertise   |           | X         |
| Knowledge of all recent developments in Religious Education  |           | X         |
| Recent relevant in-service training  | X         |           |
| <b>Experience</b>  |           |           |
| Very successful teaching record  |           | X         |
| Successful participation in curriculum development   |           | X         |
| Involvement in extracurricular activities  |           | X         |
| <b>Abilities/Aptitudes</b>   |           |           |
| Clear communication skills (spoken and written)  |           | X         |
| Very good organisational skills  |           | X         |
| Very good interpersonal skills   |           | X         |
| Ability to work well as part of a team   |           | X         |
| Willingness to be involved in all aspects of the work of the school's leaders and contribute to the wider life of the school |           | X         |
| Commitment to the highest levels of student achievement  |           | X         |
| Commitment to the ethos of Sackville School  |           | X         |
| <b>Other Requirements</b>  |           |           |
| A commitment to on-going personal development and willingness to undertake appropriate training                              |           | X         |
| Commitment to school and LA Equal Opportunities Policy and Practice  |           | X         |
| Excellent attendance and punctuality record  |           | X         |
| A commitment to ongoing personal development and willingness to undertake appropriate training.                              |           | X         |

Appointment to the post is subject to a satisfactory enhanced DBS check. The post is exempt from section 4(2) of the Rehabilitation of Offenders Act 1974, as the duties give you access to persons who are under the age of 18. Applicants are not entitled to withhold information about convictions, which would be regarded as spent for other purposes

