

Brunts Academy

Job Description

Post Title:	Trust Lead for PE
Salary/Grade:	Leadership Point 4 - 8
Contract:	195 days per year, full-time
Reporting to:	Chief Executive Officer (CEO) and Director of School Improvement
Disclosure Level:	Enhanced

Purpose:

- To oversee learning and teaching, curriculum planning and implementation, monitoring and evaluating progress in PE in order to achieve the highest outcomes for students.
- To develop and enhance the teaching practice of others and support performance management requirements in PE.
- To develop cross curricular approach to PE through implementing policy, programmes and effective practice across Trust both within and outside of lessons.
- To advise other Subject Directors and Leaders on specific achievement and intervention strategies to improve levels of progress in PE.
- To advise school leaders on whole school curriculum developments, strategy and learning initiatives for PE as a result of quality assurance findings, statutory legislation and national initiatives.
- To be a coach and representative at local learning partnerships, establishing effective working relationships and making informed decisions that will raise achievement of students in the school particularly in PE.
- To advise and support trustees to ensure literacy issues are addressed and Academy targets are met
- To advise and provide strategic direction for the development of strategies to impact on outcomes for vulnerable groups

Duties – General:

- Work in accordance with the Trust's statement of aims and values and implement strategies within the policies of the Trust
- Help to raise achievement and aspirations of the students by providing challenge, opportunity and recognising and celebrating successes.
- Liaise effectively with parents, external agencies and Trustees.

- Carry out the general and specific professional duties as set out in the current 'School teachers pay and conditions document', QTS standards and school documentation for classroom teacher and tutor.
- To play a full part in the life of the Trust community, to support its distinctive mission and ethos and to encourage and ensure staff and students follow this example.

Duties – Specific:

- To provide strategic direction and leadership to Trust academies through developing and implementing policies which will result in high achievement, effective teaching and learning for the 21st Century.
- Lead on the development of appropriate syllabuses, schemes of work and giving guidance on teaching and learning strategies across the Trust to ensure continuity and progression for all individuals and groups in PE.
- Lead in and work with the Trust academies to formulate coherent plans (TIP's) which identify clear targets, tasks, timescales and success criteria for its development in line with the Trust's aims and improvement plan.
- Ensure appropriate targets are set and regularly monitor pupil progress, interrogate data to inform and take action as necessary in areas overseen.
- Ensure effective assessment for learning processes and practices across the Trust.
- Monitor and evaluate the quality of teaching and learning, share judgments with teachers and support staff across the Trust and take appropriate action to improve further the quality of teaching so that it impacts upon learning.
- Identify key professional development needs for PE, in particular and ensure these are met through the provision of high quality coaching and mentoring.
- To be professionally accountable for the work of colleagues in the Trust academies, line manage and act as performance management reviewer for named staff. Ensure Trust staff for PE review job descriptions annually to ensure career aspirations and skills of all staff are being fully utilized.
- To develop effective partnerships with parents, partner schools, external agencies and the community.
- To maintain efficient and effective deployment of staff across the Trust.
- To help Trust leaders and colleagues to create an appropriate climate and environment for learning, monitor pupil attendance and to ensure behaviour management system is implemented in curriculum areas so that effective learning can take place.
- To plan and write aspects of the Trust improvement plan related to PE, teaching and curriculum development and ensure effective implementation, in particular:
 - Develop ways to address underachievement at transition points
 - Ensure key groups needs are identified through tracking, reports and other sources are addressed with urgency
 - Support key staff in devising implementation strategies for objectives and actions
- To contribute to target setting process and track progress of students to ensure on target; instigate and monitor effectiveness of literacy-based classroom work and intervention programmes as necessary.

- To be responsible for sections of the Trustees report related to learning in your area and implement appropriate quality assurance programme to ensure impact of work and identify and action areas for development.
- To maintain appropriate records of work undertaken and report orally and in writing in a manner which ensures high levels of accountability to the Director of School Improvement and CEO

Health and Safety:

- Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety and Welfare.

Continuing Professional Development – Personal:

- In conjunction with the CEO, take responsibility for personal professional development, keeping up to date with developments in pedagogy and curriculum development in your area.
- Undertake any professional development necessary as identified in Trust plan.

Additional points:

All staff are required to maintain confidentiality in relation to student's staff and parent information.

All staff are expected to comply with academy and trust policies
Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

The job description may be subject to amendment or modification, should circumstances change, any changes will be discussed with you in the first instance. Should a disagreement arise, you will be afforded the opportunity of a meeting to resolve the matter with your line manager. You may wish to be accompanied at this meeting by a representative of your Trade Union if you so wish.



In addition to the duties specified you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific cases.

The job description does not form part of the contract of employment.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on any or all of them.

Signed: _____

Print name: _____ Date: _____

Please return a signed copy to Zoe Revill (Trust HR Administrator) within 10 working days.