



Twyford Church Of England Academies Trust

“I have come that you might have life
and have it to the full” John 10 v10



Twyford Church of England High School

Job Description

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| Job Title: | Head of Girls PE |
| Grade: | Main professional grade + TLR 2b (£4,537) |
| Line Manager: | Member of SLT / Wider SLT |
| Supervisory Responsibility: | Sports Coaches & Sports Assistants |

Main purpose of Post:

To support the delivery of outstanding sport for girls at Twyford CE High School

Outcomes:

1. The Core Sport Curriculum delivers sport enjoyment and engagement for Twyford students of all abilities
 2. Extended school sports sessions and inter-house competitions are run to a high standard and are well attended
 3. A regular programme of fixtures takes place in netball, rounders and athletics
 4. Girl's sport is high profile within the school
 5. 6th form and professional coaches are recruited, trained and deployed to support high level engagement in sport.
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Specific responsibilities and tasks:

1. **The Core Sport Curriculum delivers sport enjoyment and engagement for Twyford students of all abilities**
 - Lead the Girls programme of sport enabling each year group to enjoy high quality sport provision within the timetable. (Yr 7 & 8 sessions – 2.10 – 3.45)
 - To ensure that the Trust model lesson structure is used in lessons, focusing on coaching within game situations and competition. Ensure this model is used by all teachers and coaches delivering the girls curriculum
 - Teach within both girls & boys sports lessons as required
 - Ensure appropriate standards of health & safety are maintained within all areas of delivery (including efficient and swift supervision of the changing rooms)
 - Monitor and evaluate this provision each quarter, and report to line manager

2. Extended school sports sessions and inter-house competitions are run to a high standard and are well attended

- Manage a full programme of KS3 & KS4 girls wider learning in sports from (3.45 – 5.15 & during lunch-times as appropriate)

To include a range of:

- squad training for school teams in the ‘showcase sports’
- a ‘sport for all’ programme including refereed games
- other sports clubs
- Recruit, manage and train additional sports coaches to run W/L clubs within agreed budget.
- Orchestrate the inter-house sport competition (jointly with Head of Boys PE) on Fridays in the extended elective (wider learning) slot (3.45–5:15pm).
- Communicate results and point scores via assemblies, PE noticeboard, website, twitter and Twyford Times (including team photos, action shots & videos as appropriate)
- Set up or signpost opportunities for elite coaching provision/pathways for elite sports women using links with local clubs & trials
- Take lead role in the delivery of the extended sports programme in your selected sport/s
- Monitor and evaluate this provision each quarter and report to line manager

3. A regular programme of fixtures takes place in netball, rounders and athletics

- Set up fixtures for Girls sports teams in netball, rounders and athletics (minimum of 6 fixtures and 1 tournament per term)
- Ensure appropriate numbers of teachers / coaches / parent volunteers are available to lead school teams who are entered into fixtures (including Ealing Borough and Middlesex competitions)
- Take lead role in the teams in your selected sport/s
- Provide development opportunities for student sports leaders through accredited programmes
- Engage & motivate sports representatives for each year and tutor group to ensure teams are submitted for house competitions

4. Girls sport is high profile within the school

- Ensure the wider learning programme is updated termly and communicated to parents
- Ensure all sporting opportunities are posted on the community bulletin
- Ensure fixtures are communicated to parents using Copia / Website or schools coms systems
- Success of school teams is celebrated in assemblies
- Official school team photos are captured
- Action shots / video material is used to publicise sport to the whole school community (using 6th form leaders as appropriate)
- Ensure student sport journalists are in place to provide write-ups of matches for the Twyford Times & Twyfordian

5. 6th form and professional coaches are recruited, trained and deployed to support high level engagement in sport.

- 6th form coaching programme is run in Activities Week in order to train Yr 12 sports coaches for deployment from September to support lower school clubs.
- Coaches for additional afterschool club provision recruited and trained in Trust expectations
- Contact made with local clubs in order to secure coaching contracts where appropriate
- Ensure progression opportunities within Sport are flagged up to students as part of work experience and careers education.

Key measures of success:

- Numbers of girls participating in wider learning
- Numbers of students taking part in school teams and squads
- Student survey indicates over 85% of students satisfied with the Programme of Sports
- Progression rates into sports pathways offered by local clubs
- Success in Borough and County competitions

Person specification

| | Essential | Desirable |
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| Knowledge and Skills | <ul style="list-style-type: none"> • University Graduate with a good degree • Qualified Teacher Status • Relevant successful experience as a teacher within a high achieving secondary school • A proven record of success in raising standards • Experience of curriculum development and monitoring delivery at Middle Leadership and whole school level • Experience of the use of student results analysis outcomes to inform practice and target improvement • Experience of curriculum design • Successful experience of team leadership & management of staff • Knowledge of the requirements of the National Curriculum and KS3/4/5 courses • An understanding of recent curriculum and teaching/learning developments • An ability to develop effective curriculum resources in Y7/8/9 to meet the needs of the full ability range. • An understanding of the strategies required to motivate and enthuse all students across the age and ability range to ensure progression as part of a whole school approach to raising achievement. • An understanding of the processes and techniques required to assess record and report students' learning effectively • A commitment to the principles and practices of Assessment for Learning • A commitment to developing Literacy and ICT skills • An ability to use ICT programmes and packages to promote learning • An understanding of the role of your subject within the wider curriculum | <ul style="list-style-type: none"> • Evidence of further professional development • An understanding of the importance of, and a willingness to participate in, extra-curricular activities. |
| Personal Qualities | <ul style="list-style-type: none"> • A strong commitment to and ability to articulate & model the values of the Twyford Trust • A firm approach to discipline, and good classroom management skills | <ul style="list-style-type: none"> • A practising Christian |

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| | <ul style="list-style-type: none"> • An ability to work within, lead and motivate a team • An ability to generate enthusiasm for Sport • Is committed to the highest standards in all areas of school life (behaviour, academic, enrichment). • Has a strong grasp of contemporary educational issues • A proven team worker with a very strong commitment to collaboration • Has outstanding communication and inter-personal skills • Able to set challenging and achievable targets and ensure their delivery • Good time management/ able to multi task • Willing to contribute to the rich life of the school, including its extra-curricular offer • Clarity of vision/strategic thinker | |
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The Twyford Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undergo the child protection screening appropriate to the post, including an enhanced disclosure from the DBS (Disclosure and Barring Service) and references from previous employers. For more information about the DBS please see <https://www.gov.uk/disclosure-barring-service-check>

You will also be expected to sign and adhere to the school's SAFEGUARDING CHILDREN & YOUNG PEOPLE and SAFE WORKING PRACTICE AGREEMENT which is available as a download on the school website Vacancies page.