

Marjory Kinnon School Job Description

Contractual Details				
Post Title:	PE Teacher			
Responsible to:	Deputy Head Teacher			
Contract type:	Permanent ✓	Fixed Term	Full time ✓	Part time
Contractual Hours:	Monday – Friday 8.30am – 4.00pm			
Salary:	MPS/UPS plus SEN 1 (dependent on experience)			

Job Purpose	
	<p>The post holder will:</p> <ul style="list-style-type: none"> • Promote, develop and maintain a culture that promotes high pupil aspirations, and supports pupil well-being. • Deliver programmes of learning in PE that ensure the highest levels of personalised outcomes for the pupils and manage the resources and personnel to ensure these outcomes. • Ensure the safety and well-being of the pupils during physical activities in PE lessons and at break and lunch times.

Teaching Responsibilities	
Strategic Leadership of the curriculum	<p>The post holder will</p> <ul style="list-style-type: none"> • Ensure that the PE curriculum and programme of study is aspirational, challenging and fit for purpose. • Maintain their CPD record in order to provide strategic leadership of their curriculum area. • Advise SLT on curriculum developments in their area. • Adapt the curriculum for SEND pupils • Maintain an allocated resource budget. • Assess and advise on health and safety for physical activities.
Teaching and Learning	<p>The post holder will take responsibility for the following areas for their subject:</p> <ul style="list-style-type: none"> • Planning and delivering lessons with differentiated outcomes. • Planning and assessing the curriculum delivery for each individual in the class group, including personalised learning programmes for individual pupils. • Behaviour management in accordance with school behaviour policy, which includes supporting interventions and implementing behaviour support plans for each individual in the group. • Direct the work of the Teaching Assistants to ensure there are outstanding expectations and outcomes for learning of all pupils and groups through targeted focused interventions. • When required, liaise with other agencies who may contribute to the development of programmes of learning or behaviour management and implement their advice. • Plan and deliver after school sports clubs

Assessment	<p>The post holder will:</p> <ul style="list-style-type: none"> • maintain and develop the PE department assessment package. • gather accurate and reliable data on progress of pupils at all key stages. • review regularly progress of pupil at KS3 and advise on suitable accreditation • provide opportunities for all KS4 pupil to gain suitable accreditation. • follow procedures set by the exam boards in order to maintain our accreditation status for PE. • meet all deadlines in relation to assessment.
Interventions	<p>The post holder will:</p> <ul style="list-style-type: none"> • liaise with the behaviour support manager and safeguarding lead to identify those pupils who would benefit from PE intervention. • provide suitable interventions for identified pupils. • provide feedback on and evaluate the effectiveness of PE interventions.
Health and Safety	<p>The post holder is responsible for ensuring that:</p> <ul style="list-style-type: none"> • H & S checks have been completed. • Equipment is safe, regularly checked and complies with H & S requirements. • Appropriate risk assessments are completed. • Kit and equipment is kept clean and tidy and is well organised. • Regular activities planned for break and lunchtime have a risk assessment that is regularly reviewed.
Pupil well-being	<ul style="list-style-type: none"> • Pastoral care and safeguarding of the pupils in their care is of the highest standard. • Liaise with class teachers regarding day-to-day safeguarding and well-being issues. • Be are of health care plans and behaviour support plans/risk assessments for pupils.
Management of class team	<ul style="list-style-type: none"> • Contribute to the efficient and effective organisation of the various teams within the school, the post holder will take responsibility for: • Performance Management and setting appraisal targets for Teaching Assistants supporting PE. • Planning and directing the work of the Teaching Assistant(s) working within their team. • Supporting supply staff to work effectively.
Efficient and effective deployment of resources	<p>The post holder will take the Lead role in the following areas:</p> <ul style="list-style-type: none"> • Planning PE Educational Visits and ensuring appropriate Risk Assessments are completed. • Ensuring appropriate resources are available for the delivery of the curriculum. • Directing Teaching Assistants to support activities, classes and individual pupils in PE lessons .

Accountability	<p>The post holder will take responsibility for:</p> <ul style="list-style-type: none"> • Reporting on pupil progress using accurate moderated data in line with school policies.
Other	<ul style="list-style-type: none"> • Contribute to the creation and development of an organisation in which all staff recognise that they are accountable for the success of the school. • Attend and participate in regular meetings, fulfil responsibilities as specified on school rotas and duties and undertake lunchtime supervision duty. • To attend and participate in planned training sessions. • This job description 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. It is expected that the post holder may, if required, carry out any relevant additional duties, which the Head Teacher may, from time to time, deem appropriate and necessary.

Person Specification	
Qualifications and experience	<p>The post holder will have:</p> <ul style="list-style-type: none"> • QTS • PE specialism • Experience of teaching SEN pupils. • Experience of teaching PE in a school.
Knowledge and understanding	<p>The post holder will have knowledge and understanding of:</p> <ul style="list-style-type: none"> • National curriculum and Accreditation frameworks. • Health and Safety requirements. • How to use a range of tools and performance data to monitor, evaluate, support, track and report on pupil progress, attainment, and achievement. • How to personalise learning based on accurate assessment of progress and evaluation of lessons. • Teacher standards • Safeguarding practices and procedures.
Shaping the future	<ul style="list-style-type: none"> • The ability to build on current strengths and initiatives and deliver continuous improvement. • A clear understanding of, and enthusiasm for current issues in education and evidence of embracing, implementing and embedding new approaches/technologies which are relevant to teaching and learning.

Pupils and staff	<ul style="list-style-type: none"> • Show evidence of raising standards that have impacted positively on pupil attainment and teaching and learning. • A clear understanding of what makes good and outstanding teaching and an ability to develop a culture where striving for outstanding teaching and learning is central to the school's work. • A belief in the role of independent learning in education with the ability to articulate and deliver this vision. • An understanding of excellent strategies for management of SEBD needs and challenging behaviour. • A commitment to valuing, supporting and encouraging the professional development of all staff members.
Strengthening community	<ul style="list-style-type: none"> • Show evidence of building and nurturing a strong positive and collaborative team culture that enables all staff to carry out their respective roles to the highest standard and for all staff to work effectively together to deliver school improvement. • A commitment to building and maintaining effective and positive relationships with parents/carers, governors, the wider community and other schools. • Can inspire and influence others, within and beyond the school, to believe in the fundamental importance and value of education in young people's lives.
Personal qualities	<ul style="list-style-type: none"> • Excellent written communication skills and a high level of ICT literacy. • Proven ability to listen to, understand and work effectively with all children, staff, governors and parents/carers. • Ability to work under pressure and to meet deadlines. • The ability to foster an open, transparent and equitable culture, deal effectively with difficult conversations and conflict at every level, and to value and praise good and outstanding practice.
Professional values and practice	<ul style="list-style-type: none"> • Be positive and respond to situations in a calm, professional manner at all times. • Be self motivated, creative, robust and resilient. • Carry out responsibilities while being flexible and adaptable. • At all times model good relationships, attitudes and behaviour. • Work collaboratively within a team using own initiative. • Understand and respect social, cultural, linguistic, religious and ethnic backgrounds. • A high level of commitment to safeguarding, inclusion and equality in all aspects of school life. • Demonstrate a willingness and ability to improve own practices and to act on feedback. • Support the Head Teacher and Deputy Head Teacher in their duty to ensure that the school meets its educational aims to deliver the best possible educational outcomes for pupils. • Act as a positive ambassador for Marjory Kinnon School and make a meaningful contribution to the school community.

Summative Agreement

Confidentiality

Code of conduct
Safeguarding

Health and Safety

Induction

- I will treat all information about children, families and staff discreetly with regard to confidentiality and data protection, and will report all concerns to the appropriate person(s).
- I will adhere to the school's code of conduct.
- I will comply with all school policies and procedures related to equality, safeguarding, and e-safety and will report any concerns to the appropriate person(s).
- I agree to take care of my own and other's safety at all times and to carry out my duties in accordance with the school's Health and Safety policy and procedures.
- On joining the school I agree to attend Induction sessions and complete all related tasks as required.

This job description is provided to assist staff to understand and appreciate the work content of their post and the role they are to play in school. It does not comprise a full and comprehensive list of all the tasks that the post holder will undertake in fulfilling their responsibilities, and may also be subject to amendment or modification at any time in consultation with the post holder.

Agreed by Post Holder _____ Date _____