



KINGS' SCHOOLS JOB DESCRIPTION

Job Title: Head of Secondary PE	
Department: PE / Secondary	Reports to: Director of Sport / Senior Leadership Team

Job Scope
<p>The Head of Secondary PE is line managed by a member of the Senior Leadership Team and works with other department heads to ensure that provision is consistent with whole school educational policies and practice and within the ethos and expectations of Kings' schools.</p>

Key Responsibilities
<p>Ensuring high standards in teaching, learning and assessment</p> <ul style="list-style-type: none">• To lead PE across the Secondary School at King' School Al Barsha.• To monitor KS4 & 5 examination PE progress and attainment and inform teaching practice accordingly.• To be bold, creative and ambitious in your approach to curriculum design.• To monitor and support the overall progress and development of students as a manager and leader within the curriculum area.• To lead the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies in the department, within the designated area.• To ensure that teachers of the subject provide teaching which is appropriate, coherent, well-planned and challenging.• To nurture and develop a happy, effective and creative team.• The day-to-day management, control and operation of one the subject area within the department.• To work with colleagues to formulate aims and objectives for the programme/subject area, which have coherence and relevance to the needs of students and to the aims and objectives of Kings' School.• To establish effective mechanisms for assessment, reporting and ongoing learning dialogues with staff, students and parents.• To liaise with and support the Director of Sport in the provision of a holistic programme of physical education and sporting opportunity.• Engage in or deliver appropriate Continual Professional Development opportunities to enhance the quality of teaching, learning and assessment.• Maintain a high awareness of current pedagogical and subject specific developments and adopt as appropriate.

- Supports school programmes of health, fitness and hygiene education,
- Advises subject leader/teachers with regard to the elements of the PE curriculum that they teach (secondary).
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- To help to establish common standards of practice and develop the effectiveness of teaching and learning styles in all relevant curriculum areas within the programme/subject.

Ensuring Excellent Outcomes for Students

- Maintain a high awareness of how students can secure excellent outcomes in public examinations within your Subject Area
- Ensure Assessments and Schemes of Work in all Key Stages are designed to give students a high awareness of how to be successful and equip them with the skills to do so.
- Give students effective formative feedback in line with the School's assessment policy that is responded to effectively to enable them to be successful.
- Use School and departmental systems to track student attainment, progress, effort, conduct and organisation.
- Use internal and external attainment, progress and attitudinal data effectively to support the progress of all students.
- Design and implement high impact interventions both in and outside of lessons that remedy underperformance.
- Liaise with Form Tutors, Year Leaders, Senior Leaders and any other relevant people to communicate key information about student attainment, progress and behaviour.
- Communicate key information about students to parents in a timely manner through appropriate forms of communication.

Person Specification

The School will seek to identify these attributes through the recruitment and selection process of application, certification, interviews and professional references.

Essential Qualifications & Attainment

- Honours degree at 2.1 or above.
- Qualified Teacher Status.
- Minimum of 4 years experiences at Secondary level

Essential Qualities

- A deep and passionate commitment to the values and ethos of Kings' Education.
- A proven passion for sport and physical education, backed up by previous roles and responsibilities.
- The ability to motivate, enthuse and engage with children and adults.
- Energy, vigour, perseverance, stamina and resilience.
- A demonstrable commitment to a robust culture of high expectations and quality care.
- The ability to challenge and improve performance.
- The ability to communicate with a wide range of audiences including students, parents, teachers and associate staff.
- Excellent classroom practitioner.
- Proven track record in teaching examination classes and achieving excellent results.

Essential Knowledge

- Excellent professional knowledge and understanding developed in an established educational context.
- Current educational trends and issues, including local and national policies, priorities and legislation, underpinning school effectiveness.
- Assessment strategies and the use of assessment to inform progress in teaching and learning.
- An understanding of the practical application of key strands of Kings' Education vision for the school, such as communication, innovation, STEAM, new technologies and Growth Mindset.

Essential Leadership & Management Skills

- Outstanding classroom practitioner who can lead by example.
- Ability to manage change and work under pressure of changing circumstances.
- An exceptional, collaborative, inspirational practitioner with proven ability to build positive working relationships.
- The ability to communicate with a range of stakeholders.

Essential Experience

- Experience as a subject teacher/head of department in a primary setting as appropriate.
- A track record of success in raising achievement and bringing about improvement.
- Experience of working in a high performing department/school.

Other Information

- The Head of PE will work to the professional duties set out in this job description and undertake any other duties determined in agreement with the Director of Sports & PE.
- The job description details responsibilities but does not direct any particular priorities or amount of time to be spent carrying out these duties.
- This job description is not prescriptive, nor necessarily a comprehensive definition of the post. As such, it may be subject to amendment, after consultation, to meet the changing needs of Kings' Schools into the future.