



WALTHAMSTOW HALL

SEVENOAKS FOR GIRLS AGED 3-18

Job Description for Teacher of Physical Education

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Introduction

Please see our website: <https://www.walthamstow-hall.co.uk> for information about our School. Our Core Values are Respect, Integrity, Aspiration, Community and Individuality.

Commencing

September 2024

Summary of the role:

For September 2024, a well-qualified and inspiring teacher of Physical Education is required to join our thriving department to teach and coach a variety of sports across Years 7-13. The person appointed will be able to encourage students to lead a healthy lifestyle and participate fully in Physical Education. The post-holder should have an interest in one, or more, of our main sports, and may also be required to contribute to the teaching of Sports Leaders, GCSE and A Level PE.

The successful applicant will be expected to be involved in the School's extensive co-curricular sporting programme at lunchtime, before and after School and at weekends, and to contribute to the wider life of the School.

The post will be full time or part-time for the right candidate.

The Department:

Physical Education is taught throughout the Senior School. The main sports at the School are netball, lacrosse, swimming, badminton, cross-country, tennis, cricket and athletics.

In addition to our main sports, in Year 7-11 Senior School pupils also experience hockey, handball, volleyball, football, tag rugby, gymnastics, rounders, trampolining, ultimate frisbee, and a variety of fitness and wellbeing related activities. Sixth Form students have team sports available, as well as opportunities to use the fitness room, pool and badminton courts.

The Department offers the Leadership Skills Foundation Level 2 Award in Year 9 and both GCSE PE and A Level PE.

Teams from all year groups play in regular matches and tournaments in a wide variety of sports both after School and at weekends at local, County and National level. All squad members attend regular team practices, before, during and after School.

Trips to international/national matches are organised and students have the opportunity to attend skiing trips and sports tours. Recent sporting trips include the lacrosse tour to America and a skiing trip to Canada. Pupils regularly participate in large numbers in the residential netball and swimming events that are organised during the School year.

The department consists of 3 full-time and 4 part-time specialist teachers. In addition, there are also 8-10 specialist coaches.

Facilities include a modern indoor Sports Centre which includes; a sports hall, 6-lane 25 metre swimming pool, fitness suite and dance studio. There are 4 netball/tennis courts, a squash court, and a field area for athletics and games. The neighbouring Astroturf is also available to use for lessons and co-curricular clubs. There is also a hall with a full-sized sprung floor for gymnastics, and the main hall which can be used by the department.

We are extremely proud of all sporting achievements at Walthamstow Hall, and enjoy recognising student success in this area. The School has an impressive record of high level achievement across a range of activities and sports.

Pupils compete at County, Regional and National level in a variety of sports, these include lacrosse, netball, hockey, athletics, badminton, tennis, cross-country, equestrian events, sailing and taekwondo.

The School has a strong reputation for its sport and offers generous sports Scholarships at 11+ and 13+: there are currently over 30 sports award holders at Senior School level.

General PE

- To inspire pupils across all ages and aptitudes to participate and enjoy exercise for their well-being both individually and collectively, as part of a team.
- To teach curriculum lessons in a range of the School's main winter and summer sports.
- To teach Sports Leaders, GCSE PE and A Level PE.
- To assist the Director of Sport and the department in the organisation and coordination of House sporting events.
- To ensure effective record keeping, pupil monitoring, assessment and reporting.

Expectations of the post:

- To teach PE to all year groups throughout the Senior School.
- To implement fully the department's scheme of work and to comply with policies and procedure in both the department's handbook and schemes of work on such matters as:
 - Programmes of study.
 - Teaching strategies and differentiation.

- Lesson preparation and marking.
- Monitoring and assessment for students including the use of base-line data and projected grades.
- Recording and reporting procedure.
- Behaviour policy and discipline.
- To keep accurate records of attendance, work covered and attainment, as well as progress against prior attainment and to complete reports as scheduled.
- To attend staff meetings, department meetings, parent consultation evenings and other functions, and to share in representing the department at Open Mornings etc.
- To liaise with the Director of Sport and the appropriate Form Tutor and Pastoral Head about individual students.
- To participate fully in appraisal/performance management in line with School policy.
- To consider actively the Director of Sport's recommendations for INSET and CPD.

Person Specification:

The successful applicant will:

- Be suitably qualified in the subject and capable of teaching PE across the curriculum to all groups from Year 7-13.
- Have proven success in teaching the subject at all levels.
- Have the ability to support PE and Sport in the Junior School when required.
- Have the ability to sustain and extend our provision of a wide range of sporting activities.
- Have enthusiasm for the subject and an ability to communicate it to the pupils, regardless of their age or ability.
- Be competent in ICT and willing to help develop its use within the department.
- Work effectively within a team.
- Have the energy, innovation and flair, as well as the desire to develop their own ideas through In-Service Training.

Line Manager

Director of Sport

**General
ALL STAFF**

- To uphold and implement the School's stated mission statement and to safeguard its ethos, including the support of the wide life of the School.
- To expect and encourage the highest standards of work and behaviour from pupils at all times.
- To support and implement whole School policies and practices and evaluate their own teaching critically in order to improve personal effectiveness in the class.
- To ensure that each pupil is treated as an individual and enabled to fulfil their sporting potential.
- To take responsibility for their own professional development and keep up to date with developments relating to subject matter and pedagogy.
- To set a good example to students through personal presentation and conduct.
- To establish effective working relationships with professional colleagues.

Knowledge and understanding

In addition to the points above it is expected that all subject staff will demonstrate competence in the following areas specified by the DfE as those expected of teachers with Qualified Teacher Status (QTS)

- Have a secure knowledge of their specialist subject.
- Have a detailed knowledge of the relevant aspects of the curriculum and examination specification.
- Understand progression in their specialist subject, including before their specialist age range.
- Cope securely with subject related questions which pupils raise.

Planning and setting expectations

- Identify clear teaching objectives, content, lesson structures and plan sequences of lessons appropriate to the subject matter and the pupils being taught.
- Set appropriate and demanding expectation for pupils' learning and motivation and set clear targets for pupils' learning based on prior attainment.
- Identify pupils who have special educational needs (including Gifted and Talented) and plan and teach in such a way as to give positive differentiated and targeted support. Seek specialist help where relevant.

Managing pupils

- Ensure effective teaching of whole classes, groups and individuals so that momentum and challenge are maintained and best use is made of teaching time.
- Set high expectations of pupils' behaviour, maintaining a good standard of discipline through positive and productive relationships and well-focused teaching.
- Use a range of teaching methods to keep pupils engaged including effective questioning, clear presentation and good use of departmental resources.

Health and safety

- To adhere to codes of conduct for pupils and staff to ensure the safe use of PE equipment.

General

- Select and make good use of PE resources and encourage pupils to treat them responsibly.
- Support the Director of Sport wherever possible, e.g. attendance at department meetings; in preparation and displays of work.

You may also be required to undertake any other comparable duties as the Headmistress requires from time to time.

Comments from current staff:

NQT: “I was completely struck by the extremely friendly, supportive and motivational atmosphere around the School during the interview process and just knew it was the right School for me.”

Head of Department: “As soon as I joined Walthamstow Hall, eight years ago, I knew I had made the right choice. There is a quite exceptional sense of unity and mutual support amongst the staff. Everyone pulls together with common purpose, in an atmosphere of warmth and friendliness.”

Head of Department: “I love the caring atmosphere where I feel that everyone is working as a team with the pupils’ success and welfare at the forefront of their minds There is a great sense of camaraderie.”

Employee benefits include:

- School fees remission for children of the post-holder attending the School. If not already at the School, any child would have to meet all of the normal entrance requirements.
- Membership of the relevant School’s Defined Contribution Pension Scheme (details available from the Bursar’s Office).
- Refreshments/meals during term time working hours.
- Cycle to Work Scheme.
- Use of the School’s Fitness Room and Swimming Pool (at allocated times).
- Free onsite parking.
- Wellbeing package.
- Ongoing training and development.

Walthamstow Hall is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service

Application Process

Applications will only be accepted on the School's Application Form. Candidates should:

- Compose a covering letter (of no more than 2 sides of A4) to the Headmistress, Ms Louise Chamberlain, detailing how your skills, knowledge and experience match the School's requirements for the post of Teacher of PE.
- Email your letter and application to: HR@whall.school

- Hard copies may be posted to:

HR and Compliance Manager
Walthamstow Hall
Holly Bush Lane
Sevenoaks
Kent TN13 3UL

The closing date for applications is Tuesday 7 May 2024 at 12.00.

Your application will be acknowledged by email and earlier applications are welcome.

Interviews will take place on Friday 10 May 2024.

The School reserves the right to withdraw the post, commence or complete the recruitment process at any time prior to the closing date.

References will be taken up before interviews.

April 2024