**Job Description**

**Sports Lead Job Description**

**Grade 5**

**Purpose of Job**

* Support children with SEND to access sensory circuits.
* Plan and deliver lunchtime clubs for up to 15 children.
* Support curriculum PE lessons – set up equipment, teach alongside class teacher, assess.
* Plan and deliver after school clubs for up to 15 children.
* Work alongside the PE lead to achieve the aims of the Sports Premium.
* To support the school in attending sporting events out of school hours.

**Duties and Responsibilities**

**Professional Standards:**

• To build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and be concerned for their development as learners.

• To demonstrate and promote the positive values, attitudes and behaviour expected from the pupils at all times.

• To work collaboratively with colleagues, and carry out your role effectively, knowing when to seek help and advice.

• To liaise sensitively with parents and carers, recognising their roles in pupils’ learning.

• To improve your own practice, including through observation, evaluation and discussion with colleagues.

**Planning and Expectations:**

• To plan and prepare lessons effectively according to policy, using the materials provided.

• To plan effectively to meet the diversity of pupils’ needs and interests.

• To plan your lessons to ensure the teaching assistants are used effectively in your lessons.

• To plan how you will provide feedback to pupils and colleagues on pupils’ learning and behaviour. • To plan and select carefully the resources required to meet the diversity of pupils’ needs and interests.

• To plan for opportunities for pupils to learn in out-of-school contexts, in accordance with school policies and procedures.

• To plan in line with National curriculum standards for PE Skills for primary aged children.

• To plan for health and safety during PE lessons. Monitoring and Assessment:

• To evaluate pupils progress through a range of assessment activities.

• To monitor pupils’ responses to learning tasks and modify your approach accordingly.

• To monitor pupils’ participation and progress and giving constructive support to pupils as they learn.

• To contribute to maintaining and analysing records of pupils’ progress.

• To assess the development, progress and attainment of pupils.

Teaching and learning Activities:

• To undertake the following duties with minimal supervision, demonstrating a thorough knowledge of the work areas and a degree of independence of action and initiative.

• To provide sports lessons based on the national requirements within PE.

• To assist in monitoring and recording the progress of individual pupils in accordance with school procedures and reporting to the class teacher.

• To give oral and written feedback to pupils on their attainment in order to promote further progress.

• To assist the teacher in setting appropriate learning and behaviour expectations of pupils and supporting pupils appropriately to achieve these.

• To provide after school sports activities for groups of pupils.

• To attend sporting events with groups of pupils in school time and out of school time as required.

• To liaise with outside agencies in relation to sporting events.

• To work alongside other adults, including teachers, trainee teachers and other support staff.

• To attend training sessions relevant to the post.

• To support the school in promoting sports.

• To be flexible with working hours in order to support out of hours learning.

• To take part in in-service training, relevant performance management arrangements and other meetings as directed in normal contracted working hours; to be conversant with school policies and procedures.

• To maintain confidentiality at all times with regard to all aspects within the school.

• Other appropriate duties relevant to the purpose of the post and within the grading and competency of the post holder, as reasonably required by the Head Teacher

**Person Specification**

Please demonstrate on your application form how you meet these requirements for the role.

**Qualifications and training**

Numeracy/literacy skills (at a level equivalent to NQF Level 2)

A number of coaching qualifications across a range of sports

At least one level 3 or equivalent sports coaching qualification

A current swim coaching/teaching qualification (desirable, not essential)

**Experience**

At least 2 years’ experience of working with children

Experience of leading groups of children to achieve successful outcomes

**Knowledge and skills**

Ability to relate well to children and adults

Ability to work as part of a team

Use effective behaviour management strategies consistently in line with the school’s policy and procedures

An understanding of the role of the Sports Coach and other professionals working in the primary classroom

Ability to devise clearly structured activities that interest and motivate learners and advance their learning

Ability to promote, support and facilitate inclusion by encouraging participation of all pupils including, where appropriate, those with special educational needs and disabilities (SEND)

Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role

Ability to use ICT effectively to support learning

Full working knowledge of relevant policies/codes of practice/legislation

Has good oral communication skills with both children and adults and can adapt communication for children of different ages and needs.

Ability to self-evaluate learning needs and actively seek opportunities

Willingness to participate in training, performance management and self-evaluate learning needs and actively seek learning opportunities

Willingness to undertake first aid training

Knowledge and understanding of national/foundation stage curriculum and other relevant learning programmes/strategic processes and barriers to learning (Desirable, not essential)

**Personal style and behaviour**

Shows enthusiasm for PE and active learning and relates to and motivates pupils

Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community

Respect individual differences and cultural diversity

Self-motivation and personal drive to complete tasks to the required timescales and quality standards

The flexibility to adapt to changing workload demands and new school challenges

Could be a role model to children in terms of physical activity and by professional conduct.

Demonstrates a commitment to safeguarding and child protection