

## **Leechpool Primary School**

### **Job Description: PE and SPORTS COACH 20 hours – term time only**



To deliver to Leechpool Primary School high quality PE and school sport within and beyond the curriculum.

To promote PE, school sport and physical activity to raise attainment.

To support colleagues in the delivery of collaborative teaching and learning within and beyond the curriculum.

To bridge links between school and the local community particularly local sports clubs and Horsham Sports Partnership. Where competitions cause the total weekly hours to exceed 20 hours, overtime will be paid at the same hourly rate.

### **Duties and Responsibilities**

- To deliver the Key Stage 1 and Key Stage 2 physical education programme.
- To be responsible for planning, delivering and monitoring a co-ordinated programme of activities, to include games, dance, gymnastics, athletics and outdoor and adventurous activities.
- To develop and deliver a range of high quality support and physical activity opportunities to young people in an engaging and progressive manner.
- To develop high quality links between school and outside agencies to develop school to club links and community links.
- To significantly increase the number of young people involved in after school clubs.
- To broaden the range of sports and activities on offer to children.
- To provide high quality coaching and physical activity programmes to support the delivery of high quality sports days and festivals of intra-school and inter school sport.
- To deliver physical activity programmes for targeted groups of children within and beyond the curriculum e.g. poor attenders,
- To promote training for children and staff in leading playground activities.
- To appropriately identify and support the transition of young children into local sports clubs.
- To promote physical activity and healthy lifestyle children with a view to lifelong physical activity.
- To lead the delivery of before school and after-school clubs.
- To conduct risk assessments at venues as and when required.
- To attend relevant training courses to facilitate continued professional development and to use this knowledge to contribute to improving the quality of delivery.

- To liaise with the Horsham Sports partnership and ensure that the school participates in a minimum of twelve sporting events per annum.
- To ensure that positive measures are implemented to encourage the participation of disadvantaged groups of individuals.
- To assist with appropriate monitoring and evaluation procedures to ensure the quality of PE provision is raised to the highest standards.
- To attend internal and external meetings as and when required.
- To order, store and prepare team kits for inter-school sports events.
- To monitor, replenish and store PE equipment.
- To coordinate parental approval, transport (formal or otherwise) and communication with parents when children are involved in out of school events.
- To undertake other duties appropriate to the grade and character of the work as directed. To co-ordinate with Leadership staff and deliver the school's annual sports days.

## **Training**

Training may be provided by The College of Richard Collyers, Horsham if applicable and required.

## **Safeguarding**

Everyone who works at Leechpool Primary School/ has the responsibility for promoting the safeguarding and welfare of children.

## **Commitment to Safeguarding Children**

- To ensure awareness of school policy and procedures re Child Protection.
- To become aware of the signs and symptoms of abuse by attending relevant courses.
- To report all causes for concern to the Child Protection Teacher or Headteacher.
- To ensure the safety of all pupils in the school learning environment both indoor and outdoor.
- To carry out risk assessments in consultation with the teaching staff prior to activities.
- To promote learning opportunities that raise pupil awareness re How to Keep Safe.

**Nicola Davenport**

**Headteacher**