

JOB DESCRIPTION	
SCHOOL	All Souls' C of E Primary School
JOB TITLE	Sports Coach
GRADE	APLC
REPORTS TO	Pe lead/SLT
DATE	JUNE 2025

## **JOB PURPOSE**

To work under the instruction/guidance of senior/teaching staff to support the delivery of quality learning and teaching and to help raise standards of achievement for all pupils in PE.

## **MAIN DUTIES AND RESPONSIBILITIES**

- Support the PE Lead to deliver PE/Sport provision across the school including competitions and Sports Day events
- To undertake work/care/support programmes to enable access to learning for pupils and to assist the teacher in the delivery of PE and sporting activity
- Support the SENCO to plan, deliver and assess interventions linked to physical development; ensuring the inclusion and acceptance of all children
- Attend PE meetings in place of PE Lead when required
- Maintain assessment records for PE
- Develop a knowledge of a range of learning support needs and to develop an understanding of the specific needs of the pupils
- Establish a constructive relationship with the pupils and interact with them according to individual needs;
- Establish appropriate, constructive relationships with parents/carers; signposting to the class teacher for specific enquires
- Attend and participate in relevant meetings, and training, as required
- Assist with the preparation and maintenance of equipment/resources required to meet lesson plans/relevant learning activities to support the delivery of an enriched curriculum.

## **Other areas of responsibility**

- Organise, communicate and deliver lunchtime and after school clubs
- Break time, lunch time and gate duty.

The employee is expected to undertake any other duties which from time to time may be required and be relevant and commensurate with the post, as deemed necessary by the Headteacher.

The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment and work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.

*collaborate | enrich | trust | innovate | aspire | nurture*

The employee is expected to show a commitment to promoting the ethos and values of the school, as well as the wider trust.

This job description may be amended at any time following discussion between the head teacher and member of staff and will be reviewed annually.

#### Person specification: Sports Coach

CRITERIA	QUALITIES	ESSENTIAL OR DESIRABLE
<b>Qualifications and training</b>	➤ GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and maths	Essential
	➤ First-aid training, or willingness to complete it	Essential
	➤ NVQ Level 2 working in sport or equivalent	Essential
<b>Experience</b>	➤ Experience working in a school environment or other educational setting	Essential
	➤ Experience working with children / young people	Essential
	➤ Experience planning and delivering learning activities	Desirable
	➤ Experience of completing appropriate Risk Assessments	Desirable
<b>Skills and knowledge</b>	➤ Good organisational skills	Essential
	➤ Ability to build effective working relationships with pupils and adults	Essential
	➤ Skills and expertise in understanding the needs of all pupils	Essential
	➤ Knowledge of how to help adapt and deliver support to meet individual needs	Essential
	➤ Excellent verbal communication skills	Essential
	➤ Active listening skills	Essential
	➤ The ability to remain calm in stressful situations	Essential
	➤ Knowledge of guidance and requirements around safeguarding children	Essential

<b>Personal qualities</b>	➤ Enjoyment of working with children	Essential
	➤ Sensitivity and understanding, to help build good relationships with pupils	Essential
	➤ A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school	Essential
	➤ Commitment to maintaining confidentiality at all times	Essential
	➤ Commitment to safeguarding pupil's wellbeing and equality	Essential
	➤ Resilient, positive, forward looking and enthusiastic about making a difference	Essential
	➤ Capacity to inspire, motivate and challenge children and young people	Essential

Print name (Employee) .....

Signed (Employee): .....

Dated: .....

Signed (Headteacher): .....

Dated: .....