



## Job Description: Sports Coach and Pupil Mentor

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Post: Sports coach

Working hours: 12.30-4.30

Weeks: 38 + Inset days

Grade: KSC

Responsible to: Sports leader

Based at: Lady Joanna Thornhill (Endowed) Primary School

This is a temporary position (Subject to a 6-month probationary period)

Lady Joanna Thornhill is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### **Purpose of the job**

This role will require the postholder to work collaboratively with the staff team to deliver high-quality learning for children. This role requires good knowledge of PE, Sports and related health and safety, along with pupil well-being. This role will also entail being learning mentor for some children and providing support in the classroom, either academically or emotionally. You will inspire pupils to improve and progress in line with our expansive curriculum.

### **Key duties and responsibilities**

- Teach sports (including gymnastics) across the school from Year R-6, ensuring all pupils are supported as part of our vision for inclusion.
- To plan, prepare and deliver a range of Outdoor Learning sessions with children. To liaise with staff prior to sessions to ensure plans are appropriate and all needs and expectations are met.
- Be aware of and support differences to ensure all pupils have equal opportunities to learn and develop.
- Embrace an inclusive mindset and the expectation that all of our children can be successful in Sport and PE, including reaching the swimming expectations in the National Curriculum.
- Provide physical activity sessions before, during and after school.
- Deliver lunchtime active play and after school sporting clubs, along with other supervision during recreational time.
- Set up and coach out-of-school-hours sports clubs, encouraging attendance in particular by children who do not usually participate in sport.
- Be highly effective in managing and organising time, ensuring sessions are well planned and prepared in advance.
- Organise and maintain equipment and resources including PE stores, cupboards and sheds.
- Contribute to the organisation of sporting events, tournaments and competitions which include a variety of sports and age groups.

- Provide inspirational and dynamic coaching and build effective relationships with the teaching teams and pupils across all key stages.
- Contribute to a wide range of sporting events and opportunities for pupils, both within and outside of the school.
- Encourage pupils to enter trials for representative teams at district, county, regional and national levels as appropriate.
- Contribute to the Sports Team to ensure that all pupils have access to a diverse range of sports and physical activities.
- Promote PE and School Sport throughout the school and be an ambassador for all children to have a physically active lifestyle.
- Contribute to reports, references, and assessments of pupils as required.
- Under the direction of the sports leader, ensure that the organisation for fixtures is agreed promptly for accurate publication in any school communications
- Maintain an accurate record of fixtures and results and details of pupils who achieve honours and awards and provide reports when required.
- Contribute to school PE, School Sports and physical activity displays.
- Work with the Sports Leader to ensure risk assessments are up to date and adhered to.
- Ensure the maintenance of a clean, orderly and safe working environment making sure that equipment, resources and materials are set out on time and as per instructions received and used safely to enable pupils to meet their learning targets.
- Assist in the delivery of appropriate Health and Safety awareness for all staff involved in games, coaching and relevant activities.
- Carry out any other administrative duties as necessary, such as accurate attendance registers.
- Provide First Aid assistance as and when required.
- Act as a mentor to key children, supporting their learning in the classroom, as directed by the class teacher / Inclusion leader.

### General

- Comply with all school policies and procedures in particular those relating to safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

*Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or line manager.*