



**North East
Learning Trust**

Sports Coach
Brownley Academy
Applicant information pack

Sports Coach
Required September 2022
35 hours per week
Monday–Friday 7.30-9am-12-5.30pm
Term Time Only
Salary Grade 4, SCP12 – SCP17
£22,571 - £ 24,920 (FTE), £18,356 - £20,266 (Actual)

Browney Academy is a part of the North East Learning Trust and are seeking to appoint a Sports Coach to join our dedicated team.

Browney Academy is a thriving primary school filled with smiles. Children here are bright, bubbly, hardworking and caring. Browney Academy is going from strength to strength with improvements in both the physical environment and performance.

Our vision, along with all schools in the Trust, is that every child experiences excellence every day.

We are committed to:

- A vibrant learning community with enthusiastic and engaging students
- A positive and caring ethos
- An excellent learning environment and resources
- A team of hardworking, dedicated and friendly staff where everyone is valued

We can offer:

- National Terms and Conditions of Employment (NJC Green Book)
- Local Government Pension Scheme
- Employee Assistance Programme providing free confidential advice and counselling service 24/7 365 days per year

The successful candidate will:

- hold a Level 2 Coaching qualification (or equivalent)
- have experience of working with Primary age pupils in sporting activities
- have experience of planning, delivering and evaluating activity sessions
- be proactive and self-motivated
- have a flexible approach to work.

Deadline: Friday 3rd June 2022

Interviews taking place week commencing 13th June 2022.

How to apply:

Application packs can be downloaded from our website.

Letters of application should be no more than two sides of A4 and should be returned with application forms to diane.woodlands@browneyacademy.co.uk or by post to Diane

Woodlands, Office Manager, Browney Academy, Harle Street, Browney DH7 8HX. Please do not submit a CV unless it is to complement your application form.

Job description

Post title:	Sports Coach
Responsible to:	Headteacher
Responsible for:	Delivery of PE and Sport sessions
Salary Band:	Grade 4 (SCP 12 -17)

Job Purpose:

To deliver, high quality PE and Sports within the National Curriculum across the primary age range. To liaise with PE coordinator and Leadership Team in relation to resources for effective PE lessons and timetables. To provide effective wrap around provision, before and after school and to provide sports and activities for pupils during lunchtime.

Duties and Responsibilities:

- To work with the PE coordinator and Leadership Team in relation to resources for planning effective PE lessons/activities and timetables.
- To deliver high quality PE and Sports activity within the National Curriculum across the primary age range.
- To provide effective breakfast club and after school club provision.
- To provide activities at lunchtime on the playground.
- 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 provide clerical and administrative support for the organisation of sporting events and competitions, e.g. arranging transport.
- To support and assist in the development of an effective programme of out of school sports activities.
- To assist in monitoring and recording the progress of individual pupils in accordance with school procedures and reporting to the class teacher.
- To support the school in promoting sports to all children

Learning Environment Organisation:

- Responsible for the organisation, setting out, clearing away and care of resources to create a purposeful and attractive learning environment.

Pupil Support:

- To contribute to the delivery of all aspects of the PE curriculum for pupils, including assessment, recording and reporting procedures.
- To provide relevant feedback to the teacher regarding the social, emotional and physical needs of pupils.
- To monitor and evaluate the learning environment provided for the pupils and adapting the lesson activity appropriately for the development needs of each child.
- To keep updated with school and National Curriculum documentation in line with school policy documents and schemes of work
- To support targeted groups of children.
- To support children with special education needs, as appropriate.

General:

- To attend training sessions relevant to the post.
- To attend relevant meetings and contribute to curriculum development, school policies and procedures.
- To ensure good communication across school.
- To be committed to the school's aims and values.

- To keep up to date with own CPD.

General Professional values and practices:

- To having high expectations of all pupils; respecting their social, cultural, linguistic, religious, and ethnic backgrounds; and being committed to raising their academic achievement.
- To treat pupils consistently with respect and procedures, using behaviour management strategies which contribute to a purposeful learning environment in line with the school's behaviour policy.
- To work collaboratively with colleagues as part of a professional team; and carrying out roles effectively, knowing when to seek help and advice from colleagues.
- To reflect upon and seek to improve personal practice.
- To work within schools' policies and procedures and being aware of legislation relevant to personal role and responsibility in the school.
- To recognise equal opportunities issues as they arise in the schools and responding effectively, following schools' policies and procedures.
- To build and maintain successful relationships with pupils, parents/carers and staff.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.

Health and Safety:

It is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts at work. This includes co-operating with the Trust and colleagues in complying with health and safety obligations to maintain a safe environment and particularly by reporting promptly and defects, risks or potential hazards. Specifically:

- To report any incidents/accidents and near misses to your line manager
- To ensure own safety and safety of all others who may be affected by the Trust's business

Safeguarding

The Trust has a Child Safeguarding Policy and Procedure in place and is committed to safeguarding and promoting the welfare of all its students. The welfare of every student is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the Trust's policies and procedures, attend appropriate training, inform the Designated Person of any concerns, record any potential safeguarding incidents appropriately.

This job description may be reviewed at the end of the academic year (or earlier if necessary) and can be amended after consultation with post holder.

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Person specification

Sports Coach

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> GCSE Maths and English C or above Level 2 Coaching Qualification in a sport related discipline 	<ul style="list-style-type: none"> Sports Degree Membership of a related professional body First Aid Certificate
Experience	<ul style="list-style-type: none"> Recent experience working with primary age pupils in sporting activities Experience of planning, delivering and evaluating activity sessions Experience of coaching Experience of running after school clubs 	<ul style="list-style-type: none"> Experience of undertaking observations and assessments of pupils
Aptitude and skills	<ul style="list-style-type: none"> Knowledge of National Curriculum for PE Ability to deliver high quality physical activity sessions to a range of ages and abilities Excellent planning and organisational skills Excellent communication skills with the ability to communicate well with staff, pupils and parents Able to work within and apply relevant school policies and schemes of work Able to coach a range of sports Demonstrate a good insight into current sporting issues Able to work with minimum supervision and manage a varied workload Ability to manage challenging behaviour Understanding of safeguarding practices Knowledge of Health & Safety legislation and other legislations in relation to PE and sports 	<ul style="list-style-type: none"> Able to contribute effectively to the planning of the teaching programme Able to produce accurate and up to date records and reports.
Personal qualities	<ul style="list-style-type: none"> Committed to achieving further professional development Enthusiastic, with a passion for sport, able to inspire and motivate pupils Flexible and adaptable, with enthusiasm and resilience Punctual and reliable Willingness to be involved with school projects and activities Demonstrate the ability to communicate well with parents Work well within a team 	

References:

References will be requested prior to interview, except for non-teaching roles, where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

DBS:

North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

Pre-occupational health:

Pre-occupational health check is an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

Equal opportunities:

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applicants with disabilities will be granted an interview if the essential job criteria are met.