

Sports Coach

Job Description and Person Specification

We are looking to appoint a creative, energetic and enthusiastic person to join our vibrant Primary School and Nursery. Our children enjoy an action packed, broad and balanced, child-centred curriculum that stimulates their young minds and ignites a love of learning.

The selected individual will help to lead our PE provision, support the team of lunchtime staff and run extra-curricular sports clubs.

The ability to multitask and prioritise in a busy environment using your initiative are key attributes for this role along with the importance of confidentiality and safeguarding.

Job Description

Delivery of the PE curriculum

This role is vital in ensuring the smooth, safe and effective delivery of PE across the school and to ensure the safety and wellbeing of pupils in your care. This will involve preparing engaging activities to deliver the school's PE Curriculum, under the supervision of the PE lead, and ensuring all pupils have equal opportunity to access the curriculum. The role will support the showcasing of the school's PE curriculum as best practice with the aim of securing positive partnerships and sponsorships.

Duties and Responsibilities:

- Deliver the PE programmes of study for whole classes from Nursery to Year 6
- Use expertise and coaching skills to support the learning and development of pupils in PE but also across the curriculum.
- Ensure equipment is stored in an orderly and accessible way.
- Ensure the health and safety of pupils at all times particularly during sporting activities
- Promote inclusion, establish constructive relationships with pupils and interact with them according to their individual needs
- Create and maintain a purposeful, orderly and supportive environment in accordance with lesson plans
- Monitor and record pupil progress and report as required
- Promote good pupil behaviour dealing promptly with incidents according to established policy and encourage pupils to take responsibility for their own behaviour
- Comply with policies and procedures relating to child protection, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person
- Contribute to the overall mission and vision of the School, appreciate and support the roles of other members of staff and attend and participate in relevant meetings as required
- Help with the organisation of special events e.g. Sports Day and, in the event of the School facilities being used for non-sports related activities, assist the PTA with setting up and clearing away
- Undertake any similar duties as required

Extra-Curricular Clubs and Pupil Engagement

Under the supervision of the PE lead, support pupils to develop a positive relationship with sport and physical activity through the provision of structured play and a variety of enrichment clubs. Manage the day-to-day running of the termly enrichment sports clubs to engage and target the least active and other children in school. Ensure safety and wellbeing of pupils in your care.

Duties and Responsibilities:

- Lead and support the play team at lunchtimes, including deployment within indoor and outdoor zones;
- Support Sports' Ambassadors to plan and organise activities as part of structured play
- Support pupils during off-site/residential education opportunities (this may include some driving)
- Organise and deliver clubs at lunchtime and after school, targeting the least active and other children
- Collect children from their class at home time. Check the register and account for all children assigned to the club
- Liaise with SLT and admin staff to inform parents and set up payments.
- Monitor quality of activities, ensuring all pupils have a balanced activity programme;
- Ensure that all pupils are collected by a parent or an adult known to the school;
- Contact parents of uncollected pupils and liaise with the Wraparound Care Manager where appropriate
- Be a first aider

General

- Maintain strict confidentiality of all information belonging to the school. It is important, and a condition of employment, that all information of any kind is treated as confidential and not disclosed or used other than as authorised and in the proper performance of the school's business.
- Take responsibility for their own professional development, continually keep updated and contribute to the school as a learning organisation.
- To contribute to the Health and Safety of pupils and other staff in accordance with Health and Safety regulations and DSE legislation.
- Comply with the policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support differences and ensure equal opportunities for all.
- Contribute to the overall ethos/work/aims of the school
- Develop constructive relationships and communicate with other agencies/professionals.
- Recognise your own strengths and areas of expertise and use these to advise and support others.
- To undertake any other duties and responsibilities, which do not change the character and purpose of the post as directed by the Head Teacher

Person Specification

The successful applicant should possess the following experience, qualifications and qualities:

- Suitable qualification is essential, or the willingness to attend training; or Possess relevant coaching qualifications for particular sports (Minimum Level 2 with a Sports National Governing Body or Level 3 Certificate in Supporting the Delivery of PE and School Sport
- Achieved a qualification in English/Literacy and mathematics/numeracy to at least Level 2 of the National Qualifications Framework
- Training in a range of sports
- Specialist skills/training in at least one sport
- Experience of working with relevant age groups within a school environment
- Paediatric First Aid qualification is essential, or the willingness to attend training;
- Experience of caring for, or working with, children aged 3-11;
- Ability to adapt learning for pupils with a wide range of SEN
- Good literacy, numeracy and IT skills with good written communication skills;
- Ability to organise activities for children and adhere to defined standards;
- General understanding of child development and learning;
- A commitment to the provision of high-quality childcare;
- A positive approach to learning and gaining new skills through teamwork and training;
- Able to use own initiative and seek guidance when required
- Flexible and adaptable
- Able to manage pupil behaviour and deal with disaffected, challenging and/or vulnerable pupils
- Able to develop and use strategies to improve young people's self-esteem and confidence through a coordinated sports programme
- Able to motivate pupils to learn
- Able to act as a positive role model
- Able to defuse situations and act calmly when challenged
- Commitment to the highest standards of child protection and safeguarding;
- Recognition of the importance of personal responsibility for health and safety;
- Understanding of health and safety.

Experience

- Able to work with pupils within the school behaviour management policy
- Demonstrate sufficient understanding of defined specialist area to support pupils' learning
- Demonstrate familiarity with the school PE curriculum Understand a range of strategies to establish a purposeful learning environment
- Understand health and safety issues relating to PE, team sports and sports equipment and be able to organise and manage learning activities in a safe environment