

Greenway Academy

Headteacher: Karen L White MA (SESI)

Address: Greenway Academy, Greenway, Horsham, West Sussex RH12 2JS

Telephone: 01403 252013

E-mail: office@greenwayacademy.co.uk

Website: www.greenwayacademy.co.uk

POST: P.E. Teacher
SCHOOL: Greenway Academy

Job Purpose

To carry out the professional duties of a teacher with a particular focus on Physical Education and Sport, teaching all areas of the primary curriculum, as circumstances may require and in accordance with the Academy's policies under the direction of the Heads of School.

Areas of Responsibility and Key Tasks

Planning, Teaching and Class Management

Take responsibility for the good or better progress of your pupils through:

- setting appropriate and demanding expectations;
- setting tasks which challenge pupils and ensure high levels of interest, motivating pupils with enthusiastic, imaginative presentations;
- identifying clear learning objectives, specifying how they will be taught and assessed;
- ensuring effective teaching and best use of available time;
- evaluating own teaching critically to improve effectiveness;
- setting clear targets, building on prior attainment;
- maintaining behaviour for learning in accordance with the Academy's procedures and encouraging good practice with regard to attendance, punctuality, behaviour, standards of learning and home learning;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- using a variety of teaching methods to:
 - ✓ match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;
 - ✓ use effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
 - ✓ select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- identifying and differentiating for SEN, EAL and very able pupils;
- taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies;
- encouraging pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively;
- using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning;
- taking part in events and activities which may take place at weekends or in the evening;
- planning, preparing and presenting lessons that cater for the needs of the whole ability range within their class;
- organising the classroom and learning resources to create a positive learning environment;

- working with parents and governors to maximise their involvement in the Academy and the development of resources for the Academy.

Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- undertake assessment of students as requested by examination bodies, departmental and Academy procedures;
- providing informative, accurate feedback to parents on a pupil's progress at parents' evenings and other meetings;

Curriculum Development

- have lead responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and / or maintenance; co-ordinating activities and resources within a specific area of the curriculum, and supporting colleagues in the delivery of this specialist area;
- staying up to date with changes and developments in the structure of the curriculum;
- contribute to the whole school's planning activities, working with others to plan and coordinate work;

Key Skills Required:

- Time Management
- Communication
- Patience and motivation
- Dedication and self-discipline
- Leadership
- Good judgement
- Creativity
- Organisation and administration
- Classroom and behaviour management
- Forming positive relationships with pupils and staff
- Networking

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained at Appendix A and with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained within Parts XI and XII of the School Teachers' Pay & Conditions Document. This job description may be

amended at any time following discussion between the Heads of School and class teacher, and will be reviewed annually.

Teacher of PE
Person Specification

Qualifications	<u>Essential</u> <ul style="list-style-type: none"> • Qualified teacher status and degree
Experience	<u>Essential</u> <ul style="list-style-type: none"> • Experience and proven skills in working with pupils across the key stage • Experience of working as part of a team
Educational philosophy	<u>Essential</u> <ul style="list-style-type: none"> • A commitment to learning - educating the 'whole person' and to lifelong learning, including a desire to continue learning oneself • A belief in the right of all pupils to have access to a curriculum that meets their needs • A commitment to equal opportunities, involving parents Governors and the wider community in the work of the school • Commitment to be a part of the busy extra-curricular programme of the school.
Skills and knowledge	<u>Essential</u> <ul style="list-style-type: none"> • High level teaching skills and the ability to use a wide range of differentiated teaching approaches • Good inter-personal skills • Sound understanding of the current issues relating to PE & Health education and its implementation in primary schools • Excellent behaviour management • Ability to work under pressure, effectively manage time and prioritise actions • Confident delivering all aspects of specialist PE curriculum • Ability to deliver high quality invasion games, striking and fielding and performing arts lessons.
Other key qualities	<u>Essential</u> <ul style="list-style-type: none"> • Good record of attendance and punctuality • Ability to put things into perspective • Good level of personal organisation
Contraindication	<u>Essential</u> <ul style="list-style-type: none"> • References Satisfactory to the Headteacher • Enhanced Disclosure and Barring Service

