



# CROFTON ACADEMY JOB DESCRIPTION

**Job Title:** PE TEACHER

**Grade:** MAIN PAY SCALE

**WITH**

**Reporting to:** HEAD OF PE/HEADTEACHER

**Location:** CROFTON ACADEMY

## **Overall Purpose of the Post:**

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teacher's Pay and Conditions Document (STPCD).
- To be a key player in moving the department forward, especially in the areas of teaching and learning.
- To contribute ideas and initiatives that support the department's ongoing improvement at both Key Stage 3 and Key Stage 4, in line with the school's priorities.
- To work collaboratively within the department to promote and monitor work that enables the teaching in Key Stage 3 to have a more direct and obvious impact on Key Stage 4 results.
- To support ideas with strategies and engage with department members to encourage and enable all to teach consistently good lessons as a minimum.
- To assist the Co-ordinator with monitoring analysing and moving progress forward, monitoring behaviour, intervention strategies and checking and monitoring Progress Checks.

- To support in ensuring that all Key Stage 3 and Key Stage 4 planning is shared and fits in with our department priorities/action plans and ways forward – as agreed in department meetings.
- Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the PE Department as appropriate.
- Monitor and support the overall progress and development of students.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- Contribute to raising standards of student attainment.
- To share and support responsibility to provide and monitor opportunities for personal and academic growth.

### **Characteristics of the post:**

- The ability to regularly attend meetings as required by the Headteacher/Line Manager.
- To play a full part in the life of the school community, to support its ethos and to encourage staff and students to follow this example.
- To promote actively the school's corporate policies.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
- To uphold the school's policy in respect of child protection matters.
- To apply the Behaviour Management systems so that effective learning can take place.
- Employees are encouraged to participate in training activities in order to enhance their own personal development.

## **Operational/Strategic Planning**

- **Assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and Department.**
- **To contribute to the curriculum area and Department's development plan and its implementation.**
- **To contribute to the whole school's planning activities.**

## **Employment checks required of this post:**

- Evidence of entitlement to work in the UK.
- Evidence of essential qualifications.
- Two satisfactory references.
- Evidence of a satisfactory safeguard check e.g. An Enhanced CRB Disclosure..
- Confirmation of medical fitness for employment.

## **Conditions of employment**

- **The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).**
- **The post holder is required to support and encourage the school's vision and its objectives, policies and procedures as agreed by the Governing Body.**
- **The post holder may be required to perform any other reasonable tasks at the request of the Headteacher.**
- **This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.**

**Date completed: June 2014**