



## Job Description and Person Specification

**Job Title:** PE Subject Leader  
**Grade:** Main Pay Scale/Upper Pay Range +TLR 2.1

### Overview:

As the PE Subject Leader, you will be responsible for the strategic development and day-to-day leadership of Physical Education from Year 5 to Year 11, in our extended secondary school. This will include teaching and learning, student progress and attainment, curriculum design and implementation, and the leadership of PE staff and provision across the school.

You will lead the development of a high-quality, inclusive and ambitious PE curriculum that inspires all pupils to participate and achieve, while promoting lifelong health and wellbeing.

### Job Purpose:

To deliver high-quality PE lessons across key stages; to develop an ambitious, inclusive curriculum supported by engaging learning and appropriate assessment; to secure high levels of student interest, participation and achievement; and to lead, monitor and evaluate PE provision across the school.

The core purpose of the PE Subject Leader is to create a clear vision for PE at Fulbrook; be responsible for the design and implementation of the curriculum across primary and secondary phases; measure its impact; and adapt provision to ensure the very best outcomes for our pupils and school context.

### Relationships:

The post holder will:

- Work closely with senior leaders to develop PE across the school
- Lead and support colleagues teaching PE
- Establish and maintain productive relationships with staff, pupils, parents and external organisations
- Build a collaborative, high-performing team focused on improving teaching and learning

The post holder is responsible to the Head Teacher in all matters.

The post holder will work cooperatively and effectively with Fulbrook's governors, including the PE link governor.

### Learning and Teaching:

The post holder will deliver consistently high quality learning and teaching experiences that lead to high levels of attainment, progress, learner interest and enjoyment, and will keep up to date with developments in the subject, as well as in pedagogy in general.

### Assessment:

The post holder will make accurate assessments that can be used to track pupil attainment and progress; make summative and formative records of pupil attainment; regularly assess pupils so they know what they need to do to improve and help them act on this information to improve progress.

### Curriculum planning:



The post holder will produce high quality lessons within long- and medium-term teaching plans, with supporting resources and planning to be shared with colleagues.

The post holder will also be responsible for managing the department budget, in order to provide the most appropriate resources, as well as overseeing the ordering of stock and equipment for the department.

#### **Communication:**

The post holder will: ensure effective communication with parents and carers of pupils; liaise with colleagues in feeder, destination and neighbouring schools.

The post holder will ensure that all relevant departmental documentation is reviewed and amended as necessary. This includes but is not limited to curriculum plans, subject development and action plans, standards reports, subject audits and risk assessments.

The post holder will manage the financial resources of the Department, provide appropriate teaching materials, and order stock and equipment.

#### **Enrichment & Participation:**

- Lead a high-quality extra-curricular PE and sport programme
- Organise fixtures, competitions and enrichment opportunities
- Promote high participation across all groups of pupils
- Develop links with feeder schools, clubs and external partners

#### **Health, Safety and Wellbeing:**

- Ensure safe practice in all PE lessons and activities
- Maintain responsibility for equipment, facilities and risk assessments
- Promote physical health, wellbeing and positive participation

#### **Additional duties:**

The post holder may be required to fulfil the role of form teacher and mark class attendance registers. The post holder will play a full part in the life of Fulbrook, to support its vision and ethos, as well as encourage staff and students to follow this example; follow the policies and procedures as agreed by the Governing Body of Fulbrook; undertake any other duties as specified by the Head Teacher.

#### **Other Information:**

Kingsbridge Educational Trust and schools are committed to safeguarding and promoting the welfare of children and vulnerable adults. All employees are expected to share this commitment, to follow the school's safeguarding policies and procedures and to behave appropriately towards children and vulnerable adults at all times, both in work and in their personal lives.

All school based posts are defined as Regulated Activity and therefore this post is subject to an Enhanced with Barred List Disclosure and Barring Services (DBS) check.



SPECIFICATION	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	Qualified Teacher Status	Good Honours Degree Evidence of further professional study or willingness to develop further professionally.
<b>Experience</b>	At least three years of successful teaching experience. Experience of teaching secondary PE Excellent classroom practitioner.	Successful leadership in a curriculum or pastoral area of school. Evidence of being able to lead, manage and be responsible for initiatives and developments across your department, leading to raised standards. Experience of teaching across phases, including KS2, 3 and 4
<b>Management</b>		Some experience in leading people
<b>Curriculum</b>	A sound knowledge of the National Curriculum An understanding of effective teaching and learning strategies An understanding and commitment to equality principles and practices Ability to interpret data within your subject area and make informed use of assessment information to raise achievement.	Evidence of developing the curriculum and schemes of work Good understanding of requirements at GCSE
<b>Skills / Attributes</b>	To effectively plan, manage, monitor and assess pupils To be able to work effectively as part of a team, motivate others and develop a high performing team To be able to use ICT effectively in planning and teaching To possess good communication skills To be well organised To have a passion for teaching To have the potential to lead and manage people, in order to work towards common goals The ability to converse at ease with pupils, parents, colleagues and others; provide advice and information in accurate spoken and written English.	Willingness and enthusiasm to lead or take part in extra-curricular activities  Experience of leading and managing a successful team