



The
Henrietta Barnett
School
FOUNDED IN 1911

PE Cover Supervisor & Sports Assistant (fixed term)

Autumn Term 2026

Part time (0.4-0.6FTE/2-3 days per week)

The Role

The Henrietta Barnett School is seeking to appoint a motivated and skilled individual to provide high quality cover for PE lessons during the extended absence of a permanent member of staff. The successful individual will support the effective delivery of Physical Education cover lessons, and extra-curricular activities using plans and directions from the permanent teacher team. The post holder will work alongside PE staff to promote participation, maintain high standards of behaviour and safety and contribute to the smooth running of the PE department.

The School

The Henrietta Barnett School is a fully selective girls' grammar school, situated in the beautiful surroundings of Hampstead Garden Suburb. Dame Henrietta Barnett, who was a social reformer, pioneer of education and champion of the poor and needy, founded the school in 1911. Dame Henrietta strongly believed in the power of education to shape people's lives and founded the school to provide educational opportunities for the highest quality for its students.

The main school building, designed by Sir Edwin Lutyens, is Grade II listed. We were delighted to be awarded the title of State School of the Year 2023 and 2025 for Academic Achievement by The Sunday Times Parent Power Guide for having the best GCSE and A Level results in the country. Over 25 students a year gain places at Oxbridge and the vast majority go on to study at the top universities in the country.

The aim of the school is to encourage and enable all students to make the most of their gifts and talents and to fulfil their academic and personal potential. We offer a challenging academic curriculum with enrichment opportunities throughout the school. We encourage students to enjoy their learning for its own sake and to value their independence of mind. We place great emphasis on high quality teaching & learning and provide regular high quality CPD opportunities for staff. Pastoral care and the well-being of our students and staff is our priority. The environment at HBS is unique; it is an extremely warm, friendly and vibrant school, with a very strong sense of community. We support all of our students and ensure that everyone is well known, valued and encouraged.

We provide a broad education that is ambitious, varied and stimulating. Academic excellence and a wide range of extra-curricular opportunities are offered in an open, caring and supportive environment, enabling each individual to thrive and achieve their potential. We are committed to developing the whole person, encouraging students to explore their interests in a wide variety of ways and promoting curiosity of mind, independence of spirit and a love of learning.

The school has a recently-installed Multi-Use Games Area (MUGA), multigym and indoor Gym and use of other outdoor areas in the neighbouring area. A great range of sports extra-curricular activities are run and supported at the school, and are popular amongst students.

Job Description

Main responsibilities:

- Deliver PE cover lessons planned by the PE department and supervise classes in the absence of PE staff.
- Support PE teachers during practical lessons where additional assistance is required.
- Assist with the organization, delivery and student supervision of extra-curricular sports clubs, fixtures and events, including after school at least once per fortnight if required, given advance notice.
- Prepare, set up and store PE equipment safely.
- Promote positive behavior and ensure students follow health and safety procedures.
- Provide first aid if/when appropriately trained
- Maintain equipment and report any defects or safety concerns
- Support the wider life of the school, including educational visits and enrichment activities where appropriate
- Be available for cover supervision in other subjects and undertake any other duties commensurate with the post.

This job description may be amended at any time following discussion between the Head and the post holder.

PERSON SPECIFICATION

The qualities of the successful candidate will include:

ESSENTIAL:

- Experience of working with children/ young people, especially older children
- Good knowledge of a range of sports and physical activities
- Experience of sports leadership e.g. club, society, junior teams
- Excellent communication skills and confidence to lead groups of pupils
- Ability to work independently and as part of a team
- Good organisational skills
- Commitment to promoting and safeguarding the welfare of children.
- Grade 4+/Grade C or more in English and Maths GCSE/equivalent
- Competent IT skills
- Clean enhanced DBS certificate and satisfactory other pre-employment checks.

DESIRABLE:

- QTS (Qualified Teacher Status) or a relevant sports coaching qualification (Level 2 or above)
- First Aid qualification/willingness to undertake training
- Experience of working in a school
- Knowledge of safeguarding and behaviour management in schools

Training and induction would be provided.

Salary:

The salary will be paid on an hourly rate of between £22 and £35 per hour depending on level of qualifications and experience. A higher level of salary might be considered if a postgraduate teaching qualification is offered. As a guide, an experienced and qualified PE coach/instructor would likely be placed in the middle of this range; a fully qualified teacher who might also provide assessment capability would likely be placed towards the top of the range.

Hours:

Ideally, the successful candidate will work 2-3 days per week, including Monday and Friday, for the duration of the Autumn Term 2026. However, there is room for flexibility around hours and days worked for the right candidate.

Safeguarding: recruitment

We have a duty of care to ensure the well-being of our students. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. As a school, we maintain the highest possible standards during our recruitment and interview processes. Applicants will undergo enhanced DBS and a range of other statutory and online checks. The Henrietta Barnett School values the diversity of our staff and students, and all of our staff are equally valued and respected. Only by doing this can we maintain the quality of the staff we recruit. It is the duty of any post-holder appointed to promote and safeguard the welfare of pupils at the school.

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If you would like to apply for the role, please complete the application form using My New Term by **midday on Thursday 20th August**.