



Gladstone Primary Academy



Gladstone Primary Academy

Application Information Pack

Sports Coach



Working together to transform lives through education



Principal's Welcome



Dear Applicant,

Thank you for considering a position with us at Gladstone Primary Academy. We are excited to share our vision for a vibrant and multicultural learning community where every child is happy, feels valued, and experiences success.

At Gladstone, you will be part of a dedicated team that contributes to a stimulating and challenging environment. Our aim is to foster confidence and eagerness to learn among our pupils, and every role in our academy is vital in helping the children realise their potential and achieve great things.

As a valued member of our academy community, you will work closely with parents and carers to ensure that every child receives the support they need. This partnership enhances the educational experience and builds a supportive network for both our pupils and their families.

Our academy is part of Thomas Deacon Education Trust (TDET), which offers valuable opportunities for collaboration with its other academies and partnerships throughout Cambridgeshire. You'll be able to share expertise and best practice with a network of professionals, exchanging ideas and supporting each other's growth. As well as providing enriched education for our pupils, this integrated approach offers opportunities for your own development.

In addition to professional opportunities, you can expect an aspirational atmosphere with dedicated colleagues and supportive leadership. We value input from all team members and encourage a culture of open communication and shared goals.

We are excited to welcome you to Gladstone Primary Academy. Together, we can provide the best possible start to every child's education and lifelong learning journey.

If you have any questions or would like to arrange a visit, please do not hesitate to contact me.

Warm regards,

Mr Simon Martin | Principal

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Job Description

Job Title	Sports Coach
Reports to	Sports Premium Coordinator
Salary/Grade	Pathway 3
Date Last Evaluated	September 2025
Core Purpose	<p>To work across TDET primary academies supporting the Sports Premium Coordinator to deliver high quality, effective PE through coaching and clubs for groups of children across the Trust, raising profile of sports within primary education and supporting the transition to secondary education.</p> <p>To work with the Sports Premium Coordinator supporting activities linked with Primary Sport Premium.</p>

Key Responsibilities

To help deliver the Key Stage 2 physical education national curriculum.

- To support the planning, delivery and assessment of quality sport and physical activities, to include games, dance, gymnastics, athletics and outdoor and adventurous activities.
- To order, monitor, replenish and store high quality PE equipment across the Trust.
- Work with staff across different Academies to help deliver annual sports days.
- To attend internal and external meetings, training and events as and when required.

To help deliver activities to support the Primary Sport Premium Grant

- Improve the engagement of all pupils in regular physical activity.
 - Support and involve the least active children by providing targeted activities, through after school clubs and activities over lunchtimes.
 - Support midday staff with games and resources to promote physical activity, games and sport during lunchtimes.
- Increase the profile of PE and sport across the Academies and within the Trust, as a tool for whole-school improvement.
 - Support student sports leadership opportunities at primary.
 - Help the organisation of sports awards in assemblies, Trust Primary Sports Award Evening).
 - Support the development and organisation of inter-academy competition, sports festivals, sports days and events.
- Increase confidence, knowledge and skills of all staff in teaching PE and sport.
 - Help providing staff with informal professional development, mentoring, training and resources to help them teach PE and sport more effectively.



- Support with formal staff training sessions as requested.
- Work with the PE Team to support the teaching, planning and assessment of PE.
- Provide a broader range of sports and activities offered to all pupils.
 - Support with cross academy clubs.
 - Promote and links with local sports clubs and coaches, where possible.
 - Work with and support Mini Cadets (as part of Combined Cadet Force) and the Trust's Young Pioneer Scheme.
- Encourage increased participation in competitive sport.
 - Support the development of Trust leagues and fixtures.
 - Help organise Trust sports festivals linked to current curriculum provision, during curriculum time (e.g. dodgeball festival hosted at a secondary academy within the Trust)

Supporting the wider Academy

- Set a personal example that contributes to the positive ethos of the Academy
- Assist with the supervision of pupils out of lessons, including before and after school and at lunch times
- Accompany staff and supervise pupils on visits, trips and out-of-school activities as required and take responsibility for small groups

Develop and maintain professional and effective working relationships with parents/carers, external partners and other staff colleagues



General Responsibilities

- Comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
- Create and maintain positive and supportive relationships with staff, parents, business, community and other stakeholders.
- Be aware of the School's duty of care in relation to staff, students and visitors and to comply with all health and safety policies at all times.
- To engage with appropriate training opportunities to promote professional effectiveness in this role.
- Participate in the ongoing development, implementation and monitoring of the Trust and Academy Improvement Plans.
- To treat all information acquired through employment, both formally and informally, in strict confidence.
- To be aware of the school's responsibilities under the General Data Protection regulations (GDPR) for the security, accuracy and relevance of personal data held on such systems and ensure that all processes comply with this.
- Be aware of and comply with policies and procedures relating to child protection, reporting all concerns to the Designated Safeguarding Lead.
- Be aware of and comply with the codes of conduct, regulations and policies of the Trust and Academy and its commitment to equal opportunities.

The duties and responsibilities listed above describe the post as it is at present. It cannot be read as an exhaustive list of duties and may be altered at any time with Academy approval.

Note: Every job description in the organisation will be subject to a review either:

- On an annual basis at the time of the annual appraisal meeting, or
- As a result of a change in strategic direction, or
- As a result of a team/operational requirements, or

It is the shared responsibility of the post holder and their manager to ensure that the job description is kept up to date.



Person Specification

Attribute	Essential or Desirable	Assessment
Qualifications		
Sports related degree	E	A
A*-C GCSE Maths and English	E	A
Full clean driving licence	E	A/I
Knowledge & Understanding		
Knowledge of a wide range of sports skills	E	A/I
Some understanding of how to raise the profile of sports and maximise engagement	E	A/I
Understanding the importance of sports/PE within schools	E	A/I
Knowledge of PE curriculum	D	A/I
Understanding of sports transition from primary to secondary	D	A/I
Skills & Abilities		
Ability to coordinator sports events/academies	E	A/I
Ability to communicate with relevant stakeholders (school staff, students, parents and colleagues)	E	A/I
Ability to listen to instructions and deliver the required tasks	E	A/I
Ability to inspire and motivate young children to develop an enjoyment of sport	E	A/I
Ability to work as part of a team to deliver the best outcomes	E	A/I
Ability to build relationships with young children, encouraging them to take part in activities	E	A/I
Experience		
Experience of teaching sports in an education setting	E	A/I
Sports coaching experience	E	A/I
Experience of working with children in KS1 and KS2	D	A/I
Personal Commitment		
Demonstrate and adhere to TDET and Academy's Core Values.	E	A/I
Commitment to equality and diversity in the workplace.	E	A
Adhere to GDPR guidelines and the Academy's internal procedures.	E	A
Adhere to the Academy's Safeguarding and Prevent policy and procedures.	E	A/I
Adhere to TDET's Health and Safety policy and procedures.	E	A



Assessment methods

A – Application

I – Interview

T – Task/Activity

L – Lesson Observation

R – References





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