



Head of Department - PE

Recruitment Pack

MPS-UPS3 (plus TLR 2B)

Exceptional Educational Experience



Dan Morrow
Trust Leader



Rich Baker
Deputy Trust Lead

Welcome

At Cornwall Education Learning Trust (CELT), our mission is clear: to provide every learner with an **exceptional educational experience**. One that enables them to thrive, achieve and succeed in life. We believe in a **100%** mindset, that every learner, in every classroom, in every school, deserves the very best we can offer. For us, 100% means no compromise: no learner left behind, no community overlooked, and no opportunity wasted. Our strategic goals reflect this ambition. We are committed to empowering and growing our people, building an ambitious all-through entitlement, forging exceptional relationships with our communities, transforming provision through meaningful partnerships, and leading an ethical, effective and innovative organisation. These are not just aspirations; they are promises that shape the way we work and the culture we are building together.

Joining CELT means becoming part of a values-driven trust where collaboration, innovation, and care for people are at the heart of all we do. If you share our 100% mindset, are passionate about education, and want to make a tangible difference to learners and communities across Cornwall, we would be delighted to welcome you to CELT.

Dan Morrow
Dan Morrow
Trust Leader

EXCEPTIONAL
EDUCATIONAL
EXPERIENCE
100





Welcome from our Chair of Trustees

Our values are at the heart of everything we do. We believe in the power of **Collaboration**, building strong relationships and working together as one team to achieve our collective goals. We are committed to **Empowerment**, creating a culture where initiative, innovation and trust flourish, and where every individual feels valued, respected and motivated.

As a Trust, we are grounded in promoting **Leadership**, sharing a moral and ethical purpose to improve the lives of others and make a lasting difference for our learners and communities. And we embrace **Transformation**, approaching change positively so that we can all become our best selves and do our best work.

These values guide every decision we make and every action we take. They are the foundation of our Trust and the reason we can offer such exceptional opportunities for our learners and staff. If you choose to join CELT, you will be part of a values-driven organisation where people are supported to grow, contribute, and thrive.



Sally Foard
Chair of Trustees

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Cornwall Education Learning Trust

Our Family of Schools

Our family of schools have the privilege of educating 9000 learners across mid-Cornwall. We are passionate about collaborating and ensuring 100% of our learners have an exceptional educational experience.



9000
LEARNERS



1200
CELT STAFF



16
SCHOOLS



Head of PE

Bodmin College is a transforming school. There is a strong and growing sense of pride across our community: students look smart, are prepared for learning and are increasingly proud of their school. Classrooms are purposeful, expectations are high, and the culture is one of ambition and momentum.

Physical Education is a key part of this culture. It is a popular and highly valued subject, where students approach lessons with enthusiasm and a readiness to engage fully in physical activity and sport.

At Bodmin College, we expect the very best from our leaders, because we know that excellent leadership builds excellent schools. In turn, excellent schools create a life of boundless opportunities for every young person

Purpose of the role

The Head of Department is responsible for leading people, supporting and securing high-quality curriculum implementation and driving strong outcomes for all learners. Working in partnership with the CELT Lead Educator (CLE) of PE, the role includes ensuring an ambitious, well-sequenced curriculum that goes above and beyond the depth and breath of the National Curriculum and translating curriculum intent into fully resourced, coherent programmes of learning that enable effective enactment for all learners including targeted provision and a full and rich enrichment programme.

The Head of Department is accountable for the quality, consistency, and impact of teaching, curriculum implementation, and learner outcomes across the department. This includes systematically monitoring provision, evaluating impact through assessment and quality assurance, and taking decisive action when needed. The role requires holding high expectations for all team members, providing clear professional direction, challenge, and support to ensure that curriculum plans are implemented with fidelity and translated into strong classroom practice.

This is a coaching-led, improvement-focused role that sits at the intersection of leadership of people, curriculum implementation, and learner impact, ensuring that curriculum intent is realised through well-designed, well-resourced provision and results in measurable gains in learner achievement.

Leadership of People and Professional Practice

The Head of Department provides day-to-day professional leadership for the department, building a shared understanding of effective practice and high expectations. The role involves working alongside colleagues to improve practice incrementally through coaching, modelling and collaborative professional dialogue. The postholder will support the development of all staff, including early career teachers and those new to the Trust, and will lead Learning and Development Check-ins that promote reflection, growth and accountability.

The postholder will lead Subject Development Meetings and subject based CPD. A strong team culture will be established, characterised by professional trust, clarity of purpose and a commitment to continuous improvement.



Curriculum, Development, Enactment and Pedagogical Fidelity

Working collaboratively and constructively with the CLE for PE and other Heads of PE, contribute to the development of a sector leading PE Curriculum. This includes developing and creating resources and attending subject leads meetings.

The Head of Department leads the implementation of our CELT PE curriculum. The role requires leading subject teams, ensuring that staff understand the curriculum sequencing and structure and how it should be taught. The postholder will utilise their subject expertise to champion the curriculum, enrichment and agreed subject-specific pedagogy, routines and approaches, supporting teachers to deliver the curriculum with clarity, consistency and fidelity. Working closely with the CELT of PE and other Heads of Department, the postholder will contribute to strengthening curriculum enactment across schools while maintaining coherence and focus.

Monitoring, Quality Assurance and Impact

The Head of Department is responsible for evaluating the impact of curriculum enactment and leadership on learner learning and outcomes. This includes using data, work scrutiny, lesson drop-ins

and

professional dialogue to identify strengths, priorities and areas for improvement. The role maintains a clear focus on the progress of all learners, particularly disadvantaged learners and those with additional needs. This focus will ensure pedagogical adjustments are made for individual learners with precision.

Working collaboratively with colleagues and senior leaders, the postholder uses evidence from quality assurance and assessment to inform timely and appropriate interventions that support learner progress. Alongside this, the Head of Department identifies strong and effective practice through professional dialogue, coaching and shared reflection. Quality assurance processes are used to surface, share and celebrate best practice across the department, enabling successful strategies to benefit others and contribute to sustained improvement over time.

Teaching and Learning

As a leader and classroom practitioner, the Head of Department will model consistently strong teaching aligned with the CELT Learning Chronicles. The postholder will teach a timetable appropriate to the role and demonstrate high-quality enactment of the PE curriculum in their own practice. Assessment and feedback will be used diagnostically to inform teaching and support learner progress. Improvement in teaching and learning across the department will be supported through professional dialogue and coaching.

Collaboration and System Leadership

The Head of Department works in close partnership with the CLE of PE, senior leaders and Heads of Department across the Trust. The role includes contributing to Trust-wide subject networks and professional learning opportunities and sharing practice and insight to strengthen PE provision beyond the individual school. While maintaining consistency, the postholder will respond intelligently to local context and learner need.



Pastoral Contribution The Head of Department will fulfil pastoral responsibilities as required, including acting as a Form Tutor where appropriate. The role involves upholding high standards of behaviour, inclusion and learner wellbeing and working with pastoral leaders to ensure learners are supported to access learning successfully.

General Responsibilities Applicable to all Staff

- To demonstrate and promote the values and leadership behaviours of Cornwall Education Learning Trust at all times.
- To work effectively with other members of staff to meet the needs of all learners.
- To work with professionalism in line with the Trust's Code of Conduct. To attend staff meetings and Trust-based INSET as required.
- To be responsible for his/her own self-development on a continuous basis, undertaking any training/professional development as appropriate.
- To be aware of and adhere to all applicable Trust policies and procedures.
- To maintain at all times the utmost confidentiality with regard to all reports, records, personal data relating to staff and learners and other information of a sensitive or confidential nature acquired in the course of undertaking duties for the Trust, with due regard to General Data Protection Regulations.

Additional Notes: This Job Description is illustrative of the general nature and level of responsibility of the work to be undertaken commensurate with the grade. It is not a comprehensive list of all the responsibilities, duties and tasks relating to the post. The postholder may be required to undertake such work as may be determined by the line manager from time to time, up to or at a level consistent with the main responsibilities of the job. This Job Description may be amended at any time in consultation with the postholder. The postholder may be deployed to any CELT secondary academy, determined by a school improvement need.



Qualifications and Professional Development

Essential	Desirable
Qualified Teacher Status (QTS) and relevant degree.	National Professional Qualification or equivalent leadership qualification
Evidence of sustained professional development, including leadership or instructional development.	Further postgraduate study in PE, education or leadership.
Secure understanding of statutory requirements, including safeguarding, curriculum and assessment.	Experience of professional learning within a trust-wide or system-led model.

Experience

Essential	Desirable
Successful experience of middle leadership within a secondary school, with evidence of improving teaching quality and learner outcomes over time.	Experience of working within a multi-academy trust or shared curriculum model.
Experience of developing teachers through coaching, mentoring or professional dialogue.	Experience of supporting curriculum implementation across more than one setting.
Experience of leading teams through change and securing sustained improvement.	Experience of contributing to trust-wide networks or system leadership activity.
Experience of using data and qualitative evidence to evaluate impact and inform action	Regional / national representation in Sport

Knowledge and Skills

Essential	Desirable
Strong knowledge of secondary PE pedagogy, assessment and effective classroom practice.	Understanding of trust-wide curriculum design and implementation models.
Clear understanding of how curriculum intent is translated into classroom practice.	Experience of codifying subject pedagogy or agreed teaching approaches.
Secure understanding of evidence-informed teaching and learning.	Familiarity with instructional coaching.
Strong understanding of inclusion, adaptive teaching and securing high expectations for all learners	
Secure knowledge of safeguarding and child protection responsibilities.	

Leadership and Management Skills

Essential	Desirable
Ability to lead and develop others through coaching, modelling and professional dialogue.	Experience of leading professional development beyond own department
Ability to communicate clearly, build shared understanding and secure consistency of practice.	Experience of supporting early career teachers or new staff at scale.
Ability to evaluate teaching and learning accurately and act decisively where improvement is required.	
Proven ability to use evidence and data to inform decision-making and improvement planning.	
Ability to work collaboratively while maintaining clarity of expectation and accountability..	

Personal Qualities

Essential	Desirable
A relentless commitment to excellence and high expectations for all.	
Integrity, resilience, and emotional intelligence.	
A reflective practitioner who embraces feedback and continuous improvement.	
Commitment to equality, diversity, and inclusion.	



Applying to CELT

We welcome applications via My New Term in the CELT Careers section of our website: www.celtrust.org.

If you would like to arrange a visit or discuss the role further, please contact Carl Foster, Deputy Headteacher at cfoster@bodmin.celtrust.org

We want every candidate to know exactly what to expect from our recruitment process. All CELT application packs clearly set out key information: salary, interview dates, and application deadlines. All line managers involved in recruitment are trained to recognise and reduce bias, ensuring a fair and consistent experience for every applicant.

More information about our approach can be found in our Recruitment and Selection Policy via the trust website.



Safeguarding

Safeguarding is the golden thread through CELT - safeguarding is everyone's responsibility. We promote an open culture of learning and development where good practice is celebrated and mistakes are used to learn and improve practice and therefore outcomes for our learners.

A whole-school approach to safeguarding means listening to the voices of everyone in the school community. This includes learners as well as parents, carers and school staff.



Amy Daniels
Director of Inclusion

All offers of employment are conditional and subject to satisfactory pre-employment checks including receipt of original qualification documents, references, medical screening, proof of eligibility to work in the UK, Childcare Disqualification check and an Enhanced Disclosure and Barring Service (DBS) check.



Our vision is to build and nurture a talented, diverse team who are proud to deliver exceptional education across our Trust.

We believe in working together, treating everyone fairly, and always learning and growing. We are committed to creating a safe, inclusive, and supportive workplace where every colleague feels valued and inspired to do their best.

By investing in and caring for our people, we unlock their potential – enabling them to make a real difference to our schools, our learners and the communities we serve.

CELT is committed to developing and empowering staff by ensuring that every colleague has the opportunity to thrive in their current role while being prepared for future opportunities.

Lea Randall

Lea Randall
People Services Lead



Lea Randall
People Services Lead

**Empowering
our people to
support, teach
and lead**



Claire White
Headteacher

I feel privileged to have been part of SW100's cohort 2. I finished the year a different leader to the one I was 12 months before and I've never been more committed to change in our system. It reinforced my belief that teaching truly is the best job in the world.



Andrew Gasiorowski
IS Manager

I joined Brannel School as an apprentice and now manage the information services team at Poltair School. Working at CELT has enabled me to progress professionally and has provided opportunities for me to work on strategic projects across the Trust.



Rebecca Blizzard
Assistant Headteacher

From gaining valuable leadership experience as Head of Science I felt ready and supported to become an Assistant Headteacher. I value the range leadership opportunities at CELT and the strong collaboration amongst colleagues and our family of schools.

Staff Entitlement

As a Trust we understand that we have a responsibility to create a future-focused team that is ready for change and able to support our development. Part of this future planning involves succession planning and dynamic talent management.

Talent management is crucial at both a strategic and an individual level. It is about the value that every individual brings to Cornwall Education Learning Trust. By understanding people's strengths and unique contributions, we can ensure that they receive the development they need to have the maximum impact in their current and future roles.



Personal Growth & Inspiration:

- Exceptional development opportunities through training, mentoring, and networking.
- Complimentary access to Inspiring the South West conferences to fuel your ambition.



Health & Wellbeing:

- Free annual flu jabs, health screenings, and eye tests to keep you feeling your best.
- Discounted gym and leisure centre memberships to support your fitness goals.
- Wisdom app access for mental health support, mindfulness, and resilience.
- Confidential helpline and counselling through Health Assured, available 24/7.



Family & Flexibility:

- Up to 5 days paid emergency leave for dependants when life throws a curveball.
- Family-friendly policies and flexible working arrangements to help you balance work and home.



Perks & Extras:

- Cycle to Work scheme to promote greener commuting and save on bike purchases.
- Generous public sector pension scheme to invest in your future.



CELT CENTRE OF
EXCELLENCE

At CELT, we believe inspiration should flow through our staff as much as our students. Great teaching comes from colleagues who are curious, ambitious and continually developing their practice. Professional learning isn't an add-on – it's part of who we are.

The CELT Centre of Excellence at Penrice Academy brings this vision to life. It offers a place to reflect, learn and plan next steps, supporting colleagues at every stage of their career. Through programmes such as Future Leaders, New and Aspiring Leaders, and the upcoming Flourishing Programme, the Centre provides clarity, connection and opportunity for all roles across CELT.

Our aim is simple: to help every colleague grow, feel valued and thrive. By investing in ourselves, we strengthen our culture and keep inspiration at the heart of our classrooms.

CLICK HERE



"CELT is where teaching talent takes flight, and connection becomes the fuel that propels us forward. With comprehensive support, collaborative communities, mentoring, research-informed practice, and an unwavering focus on equity, CELT creates an environment where both teachers and learners thrive."



Hayley Bissenden

Hayley Bissenden
Director of the
Centre of Excellence





Living and Working in Cornwall

A Life That Feels Different—in the Best Way



Cornwall offers a rare blend of meaningful work, breathtaking surroundings and an exceptional quality of life. Our schools sit at the heart of proud, supportive communities where relationships matter and staff quickly feel part of something bigger.

Community

Cornwall's towns and villages are close-knit, welcoming and full of character. Families are deeply invested in their local schools, and the strong partnership between home and school is a defining feature of life here. When you join us, you're joining a place where people genuinely look out for one another.

Lifestyle

From beaches and rugged coastline to moorland and open countryside, Cornwall's natural beauty is always within easy reach. Shorter commutes and access to the outdoors help create a healthy balance between work and life—and the space to truly recharge.



Infrastructure

Cornwall is ambitious about its future. From major road improvements such as the upgraded A30 to enhanced digital connectivity and the convenience of Cornwall Airport Newquay, the region continues to invest to keep people connected and moving.

Families

Safe communities, excellent schools, and a huge range of activities make Cornwall an exceptional place to raise children. Whether it's beach days, outdoor adventures or creative arts, there's always something to inspire young minds.