



Department:	Education & Cultural Services	Division:	Schools
Designation of Post	Sports Coach – Deliver sports sessions for whole classes and support the school in attending sporting events out of school hours and providing after school sports clubs for groups of pupils.	Grade – Band E	Post No
Responsible to	Headteacher		
Immediate Subordinates			

Key Role/Functions

- To organise and deliver high quality sports lessons based on the national requirements within PE to whole classes, and meet the needs of all pupils in school.
- To provide after school sports clubs for groups of pupils.
- To support lunchtime sports provision – working with staff, sports leaders and play leaders.
- To deliver coaching sessions that are participant centred, structured, progressive, fun and engaging for all abilities, and of high quality with enthusiasm.
- To attend sporting events with groups of pupils in school time and out of school time as required.
- To motivate, inspire, engage and educate pupils through sporting activities.
- To attend CPD relevant to the post.
- To take part in in-service training, relevant performance management arrangements and other meetings as directed in normal contracted working hours; to be conversant with school policies and procedures.
- To maintain confidentiality at all times with regard to all aspects within the school.
- First Aid Qualification e.g. Paediatric First Aider

Specific Duties and Responsibilities

1. Professional Standards

- To build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and be concerned for their development as learners.
- To create a positive and fun environment in which to motivate and encourage pupils to participate.
- To be a positive role model and demonstrate and promote the positive values, attitudes and behaviours expected from pupils at all times.

- To work collaboratively with colleagues, and carry out the role effectively, knowing when to seek help and advice.
- To liaise sensitively with Parents/Carers recognising their role in pupils' learning.
- To improve your own practice, including through observation, evaluation and discussion with colleagues.
- To have a good understanding of child protection, safeguarding, child development, health and safety, sport equality principles, policies and procedures.

2. Planning and expectations

- To deliver the planned PE curriculum lessons (use of Edsential PE scheme for all year groups) effectively ensuring that standards are in line with National Curriculum Standards for PE Skills for primary aged pupils.
- To effectively meet the needs of all pupils by adapting sessions to cater for different ranges of ability and change the planned activity at short notice to meet pupils needs.
- To provide feedback to pupils and colleagues on pupils' learning and behaviour.
- To organise the resources required to deliver the planned PE curriculum lessons.
- To ensure that all equipment is correctly set up, maintained and stored correctly and safely.
- To support opportunities for pupils to learn in out of school contexts, in accordance with school policies and procedures.
- To be familiar and comply with the school's health and safety regulations and ensure they are met during PE lessons; undertaking activity risk assessments when required and recording and reporting any accidents or incidents.

3. Monitoring and Assessment

- To undertake any administrative tasks required e.g taking the register.
- To monitor pupils' responses to learning tasks and modify your approach accordingly.
- To respect the rights of all participants and ensure that their wellbeing and safety is considered at all times.
- To monitor pupils' participation and progress and giving constructive support to pupils as they learn.
- To contribute to maintaining and analysing records of pupils' progress and skills development.
- To assess the development, progress and attainment of pupils.

4. Teaching and Learning Activities

- To assist in monitoring and recording the progress of individual pupils in accordance with school procedures and reporting back to the class teacher.
- To give feedback to pupils on their attainment in order to promote further progress.

- To set appropriate learning and behaviour expectations of pupils in line with school policy and support pupils appropriately to achieve these.
- To effectively manage the behaviour of pupils, promote and encourage socially acceptable positive behaviour, rewarding and praising effort and fair play.
- To develop pupils knowledge, skills and understanding about sport, exercise and healthy lifestyles.
- To liaise with the PE subject leader, other staff and outside agencies in relation to sporting events and timetables.
- To work alongside other adults, including teachers, trainee teachers and other support staff; effectively directing, supervising and supporting any staff supporting sessions.

General

- The Sports Coach may be called upon to perform other duties that the Headteacher considers reasonable, that are commensurate with the grading and designation of the post

Issued by

Chief Officer

Date