



**LARCHES**  
HIGH SCHOOL

**Job description for the post of: PE Teacher**

**Post Title: Classroom Teacher**

**Responsible to: Headteacher**

**Duration: Permanent**

**The purpose of this job is:**

- To carry out the professional duties in accordance with the requirements of the conditions of employment of teachers, contained in the School Teachers' Pay and Conditions document, the Education Act 1996, other current educational and employment legislation and the Authority's rules and regulations
- The delivery of PE throughout the curriculum as required
- To promote the educational opportunities and achievements of all students through the development of effective teaching and learning
- To work as an effective member of the teaching team

**Specific duties**

- To teach PE to students within the school as required
- To teach other subjects to students as agreed and required
- To have clear aims and objectives for all lessons and to identify learning needs and to devise ways of meeting these
- To ensure effective lesson preparation and resource development to meet the differing needs of students, including those with special educational needs
- To maintain accurate records of attainment and progress of all students, together with detailed records of lessons taught and work set. Evaluate standards of pupils' achievements and set targets for improvement.
- To report details of students' progress and personal development in oral and written reports as required to all stakeholders and SLT.
- To promote, recognise and celebrate achievements in all PE lessons.
- To assist in the development of appropriate curricular programmes of study.
- To act as a Keyworker to a designated group of students.
- To contribute to the supervisory and disciplinary duties in line with the school behaviour policy.
- To work within a multi-agency framework to respond to pupil need.
- To ensure that information about pupils' achievements in their current or previous school or provision is used effectively to secure good progress.

The school will be subject to continuous review, therefore, further responsibilities outlined may change after consultation but initially will be as follows:

- To set a good example to the pupils, through presentation and personal and professional conduct.
- To contribute to the school's management of overall organisational development through staff meetings, Key Stage meetings and working groups both within the school and with other PRU's.
- To take an active part in appropriate professional development activities, including staff induction, whole school in-service training and performance management
- To contribute to activities which will provide opportunities for pupils' social and cultural development.
- To establish a partnership with parents/carers to involve them in their child's learning of subjects, as well as providing information about the curriculum, attainment, progress and targets.
- To establish clear expectations and constructive working relationships with support staff involved with subject teaching, including team working and mutual support; developing responsibilities and delegating tasks as appropriate and evaluating practice.
- To maintain good order and discipline among the pupils and safeguard their health and safety both when they are authorised to be on school premises and when they are engaged in authorised school activities elsewhere.
- To sustain their own motivation and, where possible, that of other staff involved in working with our pupils.
- To assist in the preparation, monitoring and revision of School Support Plans.
- To undertake any other duties and responsibilities which are consistent with the grade and expertise required of the postholder as may be required from time to time.
- To ensure the development and progression of equality within the sphere of responsibility of this job description and the fair and equal treatment of all pupils, parents/carers, staff, other personnel in the school or working with the school.

#### **Equal opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

#### **Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

#### **Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

#### **Customer Focus**

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.