



Head of Athletics and Teacher of PE (one year contract)

The Head of Athletics is a middle leadership post that has daily logistical objectives and an important role to play in the strategic direction of Athletics at Brentwood School. The post holder will be responsible for leading and setting the vision for Athletics across the whole programme, ensuring alignment with the overarching sports strategy. Key aspects of the role include leading on the delivery of Athletics within Games afternoons, as well as coordinating our expansive fixture list and co-curricular training programme.

Alongside the leadership duties, this role requires an enthusiastic, qualified graduate to teach Academic PE (including GCSE and A Level PE) and Games in our well-equipped department, coupled with the ability to coach a range of athletics disciplines to our strongest performers.

Athletics is a key sport at Brentwood School, with competitions and practises taking place throughout the Trinity term. It is a very popular Games option for the pupils, with a large number of both girls and boys representing the school. Our outstanding athletics facility (which was newly relaid last summer) enables us to host a number of meetings, which take place both midweek and on Saturdays. We are immensely proud of our Saturday athletics programme, as this enables a large number of pupils to represent the school. Recent successes have included the U16 girls team placing 2nd in the ESAA Track and Field cup final, whilst all four age groups will typically reach the regional 'A' final. We have also established a partnership with Brentwood Beagles, allowing our pupils to access athletics training throughout the entire year.

Brentwood School supports an ambitious vision for Sport.

- 1) High Quality Provision for All
- 2) Continuity across the whole programme through a key pathway
- 3) Student health and lifelong commitment to sport
- 4) A 3-18 Programme that is innovative, progressive and evidence based.
- 5) National reputation and recognition

Job Purpose

The PE department aims to create an environment that encourages maximum participation alongside a culture of excellence. This is achieved through a vibrant PE & Games programme which has high-quality delivery at its core. Pupils receive Core PE either once a week or fortnightly, and we also offer IGCSE PE (OCR), A Level PE (OCR) and BTEC Level 3 Sport. All pupils have a dedicated Games afternoon each week. Our focus sports are Cricket, Football and Netball; however, we offer an extensive sporting programme which enables pupils to represent the school in a number of activities. These include Athletics, Fencing, Golf, Hockey (girls), Rugby (boys), Squash, Swimming and Tennis. These activities fit alongside a range of recreational physical activities that are also offered in the Games programme.

The co - co-curricular offer is equally impressive, with training and fixtures taking place midweek and on Saturdays. As a school, we take pride in the number of pupils that represent the school each Saturday, but also the successes that we achieve. At the elite end of the spectrum, we have a proven track record of producing top-class performers who excel and inspire.

We have vast areas of playing fields, as well as a Sports Centre that houses a 25-metre swimming pool, a fitness suite, gymnasium, dance studio, glass-backed squash courts, a fencing salle and a sizable sports hall. We are also fortunate to have an astroturf, hard courts and a tartan athletics track.

The role involves teaching PE and Games throughout the School, up to and including the Sixth Form. The successful candidate will also be expected to assist in the support offered to pupils outside the classroom.

The School and the Senior Leadership Team are strongly supportive of Physical Education and recognise the important role it plays in the life of the whole School community, not least as a major contributor to the wellbeing of pupils.

Report to

Director of Sport (3-18)

Contacts

The Headteacher, Deputy Head Staffing, Co-Curricular and Operations, Director of Sport (Prep Lead), Assistant Director of Sport (Senior), Heads of Sport, Head of Academic PE, BTEC PE Coordinator, sports coaches, Heads of Year, Heads of Department, Tutors, Grounds Staff, Maintenance Staff, Porters.

Department

Physical Education

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Key Responsibilities & Accountabilities

Head of Athletics

- To build on the existing programme with an innovative and inspirational sporting programme for Athletics, that promotes lifelong involvement in sport and/or physical activity.
- Lead on the aspirations and delivery of Athletics in PE, Games and the Co-Curricular programme.
- To collaborate with the Director of Sport (3-18) to develop a strategic outlook for Athletics.
- To collaborate with other PE leaders on contributing to the Long Term Strategy for Sport.
- To structure, organise and review the Athletics programme, working closely with the Assistant Director of Sport (Senior), the Director of Sport (Prep Lead) and the Director of Sport 3-18.
- Coordinate the Athletics fixture list, including transport, meals, kit and other logistical matters.
- Lead and motivate a team of coaches, including non-PE teaching staff, including overseeing mid-week and Saturday coaching
- Ensure appropriate competition entry, such as ESAA Track and Field Cup.
- Manage the Athletics Budget with regular reports of projected spending to the Director of Sport 3-18.
- To be proactive in devising outreach opportunities that contribute to Long Term Strategic aims in Sport.
- Collating Athletics results for the Director of Sport, Deputy Head Co-Curricular, Director of Communications and the Head, ensuring achievements are celebrated.
- To propose and undertake the logistical and promotional aspects of regular Athletics Tours.
- Take an active role in the promotion of physical fitness, such as pre-season, competition phase, and end-of-season fitness. This may include individual training programmes.
- To devise a training programme for non-PE staff who coach Athletics.
- Liaise with the Director of Sport regarding the use of the school facilities
- Be a pioneer in leading opportunities and participation in Athletics for all pupils.
- To collaborate with Brentwood Beagles Athletics Club to ensure that Brentwood pupils can access specialist training all year round
- To track and monitor participation rates for Athletics and effectively liaise with parents on a regular basis regarding both participation and excellence
- Be a link between Prep School and Senior School Athletics, with the aim of delivering an outstanding provision from 3-18. As a 3-18 department, PE staff have the opportunity, and are encouraged to, develop the skills necessary to teach at a range of key stages.

Teacher of PE and Games

- To be an effective classroom teacher who can share good practice across KS3, KS4 and KS5 PE courses (including IGCSE PE and A Level PE) as well as Games;
- To organise and lead team training and practices throughout the year, including regular midweek fixtures and a full Saturday sports programme;
- To plan and prepare interesting and engaging lessons;
- To maintain an orderly, positive and purposeful learning atmosphere;
- To make a contribution to departmental schemes of work;
- To assess, record and report on the development, progress and attainment of pupils;
- To help develop pupils as independent learners.

Others

- To promote the general progress and well-being of individual pupils and of any assigned group of pupils, including tutor groups.
- To safeguard the general health and safety of pupils.
- To communicate and consult with parents and any relevant outside bodies or agencies.
- To participate in all relevant meetings.
- To undertake supervision and cover duties as required.
- To contribute to other aspects of education outside of the classroom e.g. games, clubs and visits.
- To respond positively to reasonable requests from the line manager and to embrace opportunities and challenges.

Personal Specification

- Degree in Physical Education or a closely related discipline.
- A well-qualified graduate with the ability to teach up to and including GCSE, A Level or BTEC Physical Education
- The ability to coach Athletics to a high level is essential, with the ability to also coach either Football, Hockey, Netball or Rugby to a good standard is highly desirable
- The successful candidate will show a commitment to the success of every student studying Physical Education in the School and should possess a willingness to help pupils outside the normal teaching day.
- They will be a perceptive and reflective practitioner in the classroom, committed to promoting academic excellence and embracing innovative teaching techniques.
- A dynamic communicator who has a demonstrable enthusiasm for their subject and a proven ability to inspire and motivate pupils at all stages.
- Able to demonstrate a good understanding of current educational thinking and of likely future developments in the subject area, and to be aware of the wider relevance of Physical Education across the curriculum.
- Have an approach to work and collaborating with others that is flexible and enthusiastic.
- The successful candidate will be someone who understands the value of a good-humoured and ethical approach to working with others, knowing that the culture we embody is the one we create.

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Safeguarding

To be committed to the safeguarding and promotion of the welfare of young people. To demonstrate this commitment in every aspect of this post. To adhere to and ensure compliance with the School's Safeguarding Policy at all times. You are required to report any safeguarding or child protection concerns to the School's Designated Safeguarding Lead.

Safeguarding responsibilities

- To adhere to the School's Safeguarding policy, which includes the staff safeguarding code of conduct, and KCSIE (Part 1);
- To communicate any safeguarding concerns as soon as possible to the DSL or a Deputy DSL. For any serious concerns, speak to a member of the safeguarding team and then record your notes on the online safeguarding reporting system, CPOMS. If you cannot contact a DSL or DDSL or member of SLT, contact the reception and admin team, who will be able to locate them.
- To use CPOMS in a timely manner to alert the safeguarding team of your non-urgent concern (and to record any safeguarding concerns);
- To report any concern about the safeguarding conduct of a member of staff (contractor, volunteer or adult supervising children on the school site as part of an external let) to the Head of the Prep or Headmaster (or to the Chairman of Governors if the concern is about the Headmaster) and to self-refer as needed, following the Safeguarding Policy and Low Level Concerns Protocol;
- To ensure that you always wear your lanyard and challenge anyone who is not wearing a school lanyard or who is wearing a red lanyard while unaccompanied.
- To ensure that registers are completed for each registration period using iSAMS (as a tutor, this will be the am registration). Teachers or cover teachers complete the pm registration at the start of period 6.
- To complete an accurate register at the start of each lesson or activity you teach or supervise, including after-school or weekend events or activities.
- To be aware of the medical and SEND needs of the pupils in your care and contact the school nurses or Learning Support Department if you have questions.
- To be aware of online risks to children and to use Apple Classroom to monitor the use of school devices by pupils in lessons.
- To safeguard and look after the health and wellbeing of pupils during lessons, on-site training and fixtures and any off-site sports or dance activities, fixtures or trips;
- To supervise actively pupils on transport (staff should not use their own cars unless there are exceptional circumstances, agreed in advance with the Headmaster, or in an emergency). This includes ensuring that staff sit in different areas of a coach, check that pupils have seatbelts on at all times and make it clear what is expected of them in terms of mobile phone use (this is not permitted for short journeys but they may be used at the discretion of the member of staff in charge of the trip for longer journeys as long as all pupils follow the behaviour and IT acceptable use policies);
- To supervise changing rooms actively and visibly, and, when not in the changing room, be available outside the door. This is to prevent any form of child on child abuse, including bullying, as well as to prevent pupils from taking photos or recording each other whilst changing.
- To ensure all pupils understand how to prevent injury and how to use any equipment safely;
- To follow the safeguarding code of conduct for all staff regarding physical contact, which should be the minimum required for care, instruction or restraint. Physical contact, when used for instruction, should only take place in a safe and open environment; the extent of the contact should be made clear and undertaken with the permission of the student. It should only be used if other options for demonstration to keep pupils safe are not possible.
- If coaching a student one-to-one, ensure that this is with the permission of the parent and that the Director of Sport is aware of when, where and why the session is taking place. The coaching should take place in a location which is visible to other staff.
- To ensure that any contact with pupils, for example, arranging a coaching session, including one-to-ones, should be transparent and use the school email.
- Staff should follow the School's Social Media policy and IT acceptable use policy at all times. If they take a photo of a student for legitimate school use on a personal device (and there is no other means of taking the image), this should be uploaded straight away to the Google Drive and then deleted from the personal device.
- To know how to access appropriate medical support at all times, whether on site or at an away fixture. This includes knowing how to access emergency care and the location of on-site first aid equipment and defibrillators (and the code to access them) and the equivalent provision off-site at away fixtures or on sporting trips and visits.
- To assist with the risk assessment of sporting activities as required.

To find out more about this role please contact recruitment@brentwood.essex.sch.uk, who will put you in touch with the Director of Sport 3-18, Neil Gamester

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