



**Sports Coach / Pastoral**

**Application Pack**

Contents

[Letter from Cathie Paine, Chief Executive Officer 3](#_Toc170210682)

[Our Touchstones 4](#_Toc170210683)

[The role 5](#_Toc170210684)

[The application 8](#_Toc170210685)

[The application process and timetable 8](#_Toc170210686)

[Safeguarding, Safer Recruitment and Data Protection 9](#_Toc170210687)

[Job Description 10](#_Toc170210688)

Person Specification…………………………………………………………………………………………………………………………………………………………………………………………………………………………………….….……………… 12

**Letter from Cathie Paine, Chief Executive Officer**

Dear Candidate

Thank you for your interest in this role within the REAch2 Academy Trust.

This is a hugely exciting time for our family of schools. The Trust has been recognised by the Department for Education as being well placed to raise standards and achieve excellence for pupils in a growing number of schools nationwide. We are presented with a rare opportunity to make a real difference to the lives and life chances of so many primary school children – many of whom haven’t previously received the educational opportunities they deserve.

The Trust includes schools at all stages of development, from those requiring significant improvement through to existing outstanding schools. As a Trust we are clear about the importance of achieving long term sustainability for our schools. Our vision is to enable individual academies to flourish with real autonomy, whilst also ensuring a strong ethos of support and collaboration across our schools.

Employees within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust. In time, our best teachers are able to work across schools, develop specialisms and step up to leadership roles within and beyond their own academy. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike.

Those we recruit are able to demonstrate that they share our values, are highly motivated to work with colleagues within and beyond their school to continuously develop their skills and pursue professional excellence and are committed to providing the highest standards of teaching for all children. If that is you then we would be delighted to receive your application.

**Cathie Paine**

**CEO**

# Our Touchstones

REAch2 is defined by the values of **excellence, quality, delivery and standards** – these features give the Trust its enduring attributes and its inherent reliability.

However, what gives each REAch2 Academy its uniqueness are the Touchstones of the Trust (seen on the right). Just as 500 years ago Touchstones were used to test the quality of the gold they marked, so too our touchstones find what is precious and set these things apart. They are used to express the values and ethos of the Trust and describe what the Trust wants to be known for and how it wishes to operate.

With good **leadership**, we aspire to develop children academically, emotionally, physically and spiritually. We notice talent and spot the ‘possible’ in people as well as the ‘actual’. Developing potential across our Trust becomes a realisation that there is a future worth pursuing for everyone.

Children deserve **enjoyment** in their **learning** and the pleasure that comes from absorption in a task and achieving their goals. Providing contexts for learning which are relevant, motivating and engaging, release in children their natural curiosity, fun and determination.

**Inspiration** breathes energy and intent into our schools: through influential experiences, children can believe that no mountain is too high and that nothing is impossible.

REAch2 serves a wide range of communities across the country and we celebrate the economic, social, cultural and religious diversity that this brings: embracing **inclusion** ensures that we are a Trust that serves all, believing that everyone can succeed.

We take our **responsibility** seriously. We act judiciously with control and care. We don’t make excuses, but mindfully answer for our actions and continually seek to make improvements.

REAch2 is a Trust that has a strong moral purpose, our **integrity** is paramount. Our mission is to change children's lives by providing the very best quality education we can. Through this, children can fulfil their potential, become happy, successful adults and contribute effectively and meaningfully to society. We welcome the fact that all our decisions and actions are open to scrutiny. You can learn more about REAch2 at our website: [www.reach2.org](http://www.reach2.org)

# The role

**Post**: Sports Coach/Pastoral

**Hours**: Permanent, full-time, 37 hours per week, term time only, 39 weeks plus inset days

**Salary**: NJC England & Wales: SCP 15-SCP 17 actual salary £23,601-£24,421

Henhurst Ridge Primary Academy is seeking to appoint a Sports Coach/Pastoral Support Worker who can deliver high calibre sports coaching/PE lessons to pupils and who can demonstrate the flexibility to also work with pupils & families as a Pastoral Support Worker.

The dual role of a Sports Coach and Pastoral Support Worker involves supporting pupils with their teaching and learning and pastoral care to get the best possible outcomes. The role will work across the whole school, primarily as a sports coach but also as a PSW. The successful candidate will have a good understanding of the barriers to learning for pupils and demonstrate a resilient and instinctive approach in meeting our pupils’ needs. You will be able to engage and work with families so they can help support their children. You will have a passion for coaching, and you will also be enthusiastic about supporting pupils within the class environment, as well as contributing to specific interventions designed to encourage engagement with learning and development of social and independence skills.

The successful candidate will demonstrate the following abilities:

* The delivery of coaching for a range of sports
* Supporting teaching colleagues with the delivery of the curriculum and bespoke pathways for individual pupils
* Working closely with colleagues, other professionals and families
* Promotion of high standards
* Committed to and be able to promote the aims of the academy and the values of the Trust
* Committed to the welfare, wellbeing and safeguarding of students
* A resilient and instinctive approach in meeting our pupils’ needs

**In return we can offer:**

* A commitment to you and your professional development
* Friendly, supportive, enthusiastic and hardworking colleagues, staff and Governors
* A growing learning community
* Encouragement to develop new ideas and the opportunity to make a real difference

**Background Information about the School**

Henhurst Ridge Primary Academy opened in September 2018 with a Reception class of just 17 children. We now have Nursery through to and including Year 5 with 260 children on roll and this is growing all the time. Next academic year, we will have Year 6 for the first time! The school is constantly growing and evolving as new children, year groups and staff come and join us. From how we develop our curriculum and extra-curricular activities we will provide for our children to the opportunities for staff development. Every day is new and exciting and we would love for you to be part of this amazing journey with us!

With State-of-the-Art facilities, including: the latest Promethean board technology for teaching, a Drama/Dance Studio, Cooking & Specialist practical area, an outdoor classroom & Multi Use Games Arena; the learning opportunities are outstanding! We continue to put our own personalized stamp on a brand-new building and we are looking for someone to help us do this.

Our school mascot, the Hen Harrier, helps to spell out our seven core values which underpin all aspects of academy life which mirror REAch2’s Touchstones:

• Honesty

• Aspiration

• Responsibility

• Resilience

• Innovation

• Everyone working together

• Respect

We want staff that can contribute to these values, who truly want to make our school a great place to be in all aspects where children learn through experience and are not afraid to make mistakes. Teamwork is key and being ready to roll your sleeves up and turn your hand to anything in the first few years of opening a new school is an essential.

We are a caring employer who invests in the future of our employees, as only through their excellence can we deliver excellence for the children and families whom we serve. To see more information about the school, please visit our website [Henhurst Ridge Primary Academy](https://henhurstridgeacademy.org/).

As a member of the REAch2 Trust, a national family of primary academies, Henhurst Ridge Primary Academy is committed to raising standards and achieving excellent for all pupils whatever their background or circumstance. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike. Henhurst Ridge Primary Academy is committed to safeguarding and promoting the welfare of children and young people / vulnerable adults and expects all staff and volunteers to share this commitment. This position is subject to an enhanced DBS check and satisfactory written references.

# The application

You are invited to submit an application form to Mrs Charlotte Hopkins, Headteacher, via [My New Term](https://mynewterm.com/trust/Reach2-Academy-Trust/672956683)

REAch2 Academy Trust have an Equal Opportunities Policy for selection and recruitment. Applicants are requested to complete the Trust’s online [Equality & Diversity Monitoring Form](https://forms.office.com/Pages/ResponsePage.aspx?id=EGorfMwEtEi30d9QFOXXNJ4DEcgd411KhzIQrNunT_hUMlJXTkhNVlE0SlhKV0FWTEk2Wkw1TTUwRS4u) separately.

In accordance with our Safeguarding Policy the successful candidate will be required to have an enhanced DBS check.

To arrange an informal discussion please contact our Office Coordinator Cheryl Burr via the main office on 01283 372200.

## The application process and timetable

|  |  |
| --- | --- |
| **Application deadline:**  | 6pm Friday 12th July  |
| **Interviews:** | Friday 19th July |
| **Contract Details:** | Permanent, 37 hours per week, term time only to include 5 inset days |
| **Salary:** | SCP 15-SCP 17 actual salary £23,601-£24,421 |
| **Start date:**  | 1 September 2024 |

Candidates selected for interview will be informed after shortlisting and full details of the interview programme will be provided.

# Safeguarding, Safer Recruitment and Data Protection

At REAch2 we recognise that those who work in an academy are in a unique position in their care of children. The responsibility for all staff to safeguard pupils and promote their welfare, as stated in Section 175 of the Education Act (2002) is one that is central to our ethos, our policies and our actions. All children are deserving of the highest levels of care and safeguarding, regardless of their individual characteristics or circumstances, and we are committed to applying our policies to ensure effective levels of safeguarding and care are afforded to all our pupils.

We will seek to recruit the best applicant for the job based on the abilities, qualifications, experience as measured against the job description and person specification. The recruitment and selection of staff will be conducted in a professional, timely and responsive manner and in compliance with current employment legislation, and relevant safeguarding legislation and statutory guidance.

All information is stored securely and any information supplied by unsuccessful candidates will be destroyed through a confidential waste system six months after the decision has been communicated, in accordance with our information and records retention policy.

The Trust ensures all applicant data is stored and processed appropriately. For further details on how your information will be managed during the recruitment process please refer to our [Privacy Notice for Job Applications](https://reach2.org/wp-content/uploads/2020/01/Privacy-Notice-Job-Applications.pdf).

# Job Description

**Post: Sports Coach/Pastoral**

**Responsible to: Headteacher**

**Core Purpose**

To plan, deliver and monitor a coordinated programme of high quality, professional Sports coaching that is progressive and reflective of the needs of our pupils, and supports the aim of increasing participation in PE and school sport by all pupils at the Academy.

To assist and support the Head Teacher and teaching staff in providing high standards of pastoral care and teaching and learning across the curriculum.

**Teaching and Learning**

* Preparing and implementing a well-structured and progressive coaching programme/PE lessons, ensuring a high quality, enjoyable coaching experience which is centered on the needs of our pupils.
* Ensuring the coaching programme links the Academy and the wider community, and aims to provide increased opportunities for children to participate in sport and physical activity.
* Delivering PE via a range of physical activities which aim to engage and promote health and well-being for all.
* Organising and facilitating inter-school and intra-school sporting competitions for children.
* Be responsible for and deliver some of our After School Sports Clubs, ensuring there is a good range of sports and children attending these. Monitor demographics of attendance and promote to low attending groups.
* Maintaining appropriate records and preparing monitoring reports.
* Being a role model; creating a positive and fun environment in which to motivate and encourage children to participate in sport and physical activity.
* Taking positive steps to identify and overcome barriers to participation amongst children, prioritising access and inclusion.
* Attending appropriate professional development courses as identified.
* Establishing contacts with outside sporting bodies to ensure signposting opportunities are made available to specific groups or individuals.
* Completing written reports and records of behaviour for pupils as necessary.
* Working within our ethos to positively manage behaviour, recognising that praise and reward are the most effective behaviour management tools
* Taking small groups of children out of the classroom to use sports and physical activity as a learning method.
* Identifying triggers of specific behaviours during PE lessons.
* Using sports as a method of de-escalating situations.
* Assisting with maintenance of sports equipment.
* Giving feedback on pupil progress to the class teacher and contributing ideas for targets and planning.

**Pastoral Support**

* Manage and deliver pastoral and therapeutic support to pupils and be responsible for preparing children emotionally and physically to engage with teaching and learning.
* Engage in restorative training and be a champion of restorative practice.
* Address the needs of pupils who need particular help to overcome barriers to learning
* Provide support for pupils within the class.
* Provide behavioural support for pupils on an on-call basis.
* Manage and provide accurate and detailed feedback, reports and data linked to pupil achievement, progress, behaviour and other matters using a range of ICT packages.
* Attend and contribute to internal and external meetings, representing the school in a professional manner and taking minutes.
* Prepare specific documentation relating to pupils (for example, Positive Response Plans, Positive Handling Plans, Risk Assessments).
* Deliver, review, evaluate and record pupil interventions, assessing pupil response and progress.
* Use creative, innovative and imaginative ideas to engage pupils.
* Provide support to parents, carers and families, including making home visits.
* Observe the Trust’s Safeguarding Policy and other policies to ensure compliance with school and statutory procedures.
* Administrative support, e.g. completing paperwork, correspondence, filing and communicating with stakeholders through email, telephone, etc.
* Attend meeting and reviews.
* Manage record keeping systems and processes.

**These duties may be varied to meet the changing demands of the school at the reasonable direction of the Headteacher.**

**REAch2 is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An Enhanced DBS with Child Barred List check will be requested.**

**Person Specification**

|  |  |  |
| --- | --- | --- |
|   | **Essential**  | **Desirable**  |

|  |  |  |
| --- | --- | --- |
| Right to work in the UK | \* |  |
| **Knowledge/Qualifications and experience** |
| Level 3 & above qualifications or equivalent | \* |  |
| Qualifications linked to SEN |  | \* |
| Team Teach Trained |  | \* |
| Commitment to Equal Opportunities. | \* |  |
| Experienced in sports coaching/working with children or young people within an educational or sports club setting  | \* |  |
| Experience of working with children and young people in an educational or therapeutic context | \* |  |
| Experience of working with children and young people in 1:1 and group situations | \* |  |
| Experience of liaising with external professionals and agencies  | \* |  |
| Experience in preparing and delivering learning activities to children and young people  | \* |  |
| Experience of engaging parents & carers  | \* |  |
| Previous experience working in a school environment  |  | \* |
| Previous experience of restorative practice  |  | \* |
| Delivering specific interventions to children and young people  |  | \* |
| Delivering training on specific areas |  | \* |
| Mentoring children and young people  |  | \* |
| Experience of preparing Risk Assessments |  | \* |
| Understanding of child development and learning  | \* |  |
| Ability to self-evaluate learning needs and actively seek learning opportunities  | \* |  |
| Ability to work flexibly, throughout the whole school, meeting the needs of pupils in a range of contexts  | \* |  |
| Willingness to undertake First Aid training and to attend to the medical, first aid and personal needs of pupils | \* |  |
| Ability to take an active role in the leadership of PE lessons  | \* |  |
| Ability to work restoratively  | \* |  |
| Resilient personality with the ability to work with children and young people who demonstrate challenging behaviour  | \* |  |
| Ability to comprehend and observe the Academy’s policies and procedures as well as relevant legislation | \* |  |
| Ability to engage with academic research and communicate findings at a professional level | \* |  |
| Effective use of ICT to support learning | \* |  |
| Understanding of relevant policies/codes of practice and awareness of relevant legislation |  | \* |
| General understanding of National Curriculum  |  | \* |
| First aid trained  |  | \* |
| **Skills , abilities and personal attributes** |
| Ability to establish and maintain positive relationships with key stakeholders, including pupils, colleagues, parents, carers and external agencies | \* |  |
| Good organisational skills | \* |  |
| Good communication skills | \* |  |
| Ability to work collaboratively and constructively in a team | \* |  |
| Commitment to safeguarding and the welfare of children and young people | \* |  |
| Ability to remain positive and enthusiastic, including when under pressure | \* |  |
| Strong commitment to raising standards | \* |  |
| Full driving licence |  | \* |