

## **Job description for Head of Department: Physical Education**

### **Leadership at Fitzharrys School**

The core purpose of a member of the Middle Leadership Team is to provide professional leadership and management in relation to their areas of responsibility. Successful leadership involves modelling and consistently demonstrating the following personal and professional attributes:

- an enthusiastic and emotionally intelligent leader
- committed to ensuring all pupils and students are academically successful.
- capable of promoting partnerships and collaborative working in our school, across the Abingdon Learning Trust and in the wider Abingdon teaching community.
- a role model for our pupils and students, and staff.
- have a professional focus on raising standards in PE, as part of a learning experience that is positive and engaging for all.
- active in working to develop their own practice.

### **Head of Department: Physical Education**

- Ensure high standards and outcomes in line with high expectations.
- Promote enjoyment and engagement in PE
- Promote the value of PE across the school.
- Ensure access to engaging and high-quality curriculum that is implemented and has impact for all students.
- Ensure access to engaging and high-quality additional experiences for students.

#### **A. Improve outcomes for students**

1. Tenaciously pursue the best outcomes for all groups of students.
2. Lead a department that aspires to have, and achieves, positive progress outcomes for students at both GCSE and A level.

#### **B. High quality teaching & learning**

1. Lead by example in own teaching, consistently modelling the high-quality teaching and learning.
2. Ensure consistency in curriculum planning, lesson planning and delivery across the department in accordance with our agreed approaches and high expectations.
3. Support all staff to achieve consistently high-quality teaching and learning.
4. Ensure effective feedback with an impact on students' progress and outcomes.
5. Ensure that every student's work is marked in accordance with our marking and assessment policy.

#### **C. Behaviour for learning**

1. Model good practice in relationships with students.
2. Support staff in establishing positive and professional relationships with students.
3. Ensure the department uses the school's rewards and sanctions policy.
4. Assume responsibility for addressing behaviour issues and create and maintain a climate conducive to learning.
5. In conjunction with other middle leaders and the Assistant Headteacher (personal development), set standards for classroom behaviour across the school

#### **D. Leading an effective team**

1. Promote effective teamwork and motivate all staff to ensure individual and collective progress.
2. Maintain relationships that enable honest and productive conversations to improve outcomes for students.
3. Recognise and celebrate great work and good practice.
4. Hold colleagues to account to address underperformance and generate improvement.
5. Manage colleagues on the Upper Pay Spine to ensure that they are making an appropriate contribution to the faculty and the school.

## **E. Quality assurance**

1. Maintain an accurate day to day working knowledge of the strengths and areas for development of each member of the team and of the department as a whole.
2. Monitor the quality of provision through presence around the department, learning walks, lesson observations, book scrutiny and other means.
3. Evaluate the work and performance of the department in line with the school's policies and lead actions to generate improvements.
4. Analyse progress checks, internal and public examinations to shape development planning and direct responsive interventions.

## **F. Staff development**

1. Act as the lead professional in the department, modelling engagement in continued personal professional development.
2. Lead appraisal processes for teaching and wider workforce colleagues to demonstrate impact.
3. Facilitate staff engagement with CPD across the Abingdon Learning Trust.
4. Facilitate staff engagement with subject associations.
5. Lead staff induction and support within the department, including for ECTs.

## **G. Curriculum provision and development**

1. Lead curriculum development for the department.
2. Ensure schemes of learning are in place in accordance with the school's policies.
3. Keep up to date with national developments in the subject area, teaching practice and methodology.
4. Actively monitor and respond to curriculum development and initiatives at national and local levels.

## **H. Organisation**

1. Manage the department resources and budget effectively.
2. Ensure proactive compliance with Health and Safety regulations.
3. Ensure that deadlines are met personally and as a department.

## **I. Line management and reporting**

1. Produce reports for line manager, SLT and governors upon request.

## **J. Maintain positive and productive partnerships with:**

1. Other subject areas.
2. JMF6 teachers.
3. Primary Schools through the Abingdon Learning Trust and the Abingdon Partnership.
4. The OX14 Learning Partnership.

This position carries the TLR 2b (£5,645)

This position is accountable to a member of the leadership team.

## **Safeguarding**

Abingdon Learning Trust is committed to safeguarding and promoting the welfare of children. All staff must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

The points below are a requirement for the postholder of this position:

- A knowledge and keen awareness of Safeguarding Children matters and an ability to demonstrate personal values and beliefs in accordance with the Safeguarding Children Policy of Fitzharrys School
- Display commitment to the protection and safeguarding of children and young people
- Enhanced DBS disclosure (with Barred List)
- A strong appreciation of child protection issues and the capacity of acting in accordance with the Safeguarding of Children policy of Fitzharrys School
- Reading, understanding and following all aspects of the Safeguarding Children policies of Fitzharrys School, including informing the Designated Safeguarding Lead (DSL) or Deputy DSL promptly of any concerns
- Comply with safeguarding training expectations

- Your contract of employment is directly with The Abingdon Learning Trust (the Trust). Your main place of work will be Fitzharrys School but you may be deployed to work at any school within the Trust and carry out those duties that may be reasonably required in relation to such deployment. This will depend upon the role, timetabling and organisational needs of the schools in the Trust and your own individual professional development needs. Any change to your main place of work will be discussed and agreed with you, in advance.

Signed: (employee):

Date:

Signed: (on behalf of the Academy):

Date: