

JOB DESCRIPTION

Post Title: Teacher of Physical Education

Start date: Monday 3 September 2018

Contract: Permanent – Full time

Reporting to: Deputy Head for Secondary

Purpose of the post

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the French curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a teacher/group tutor.
- To facilitate and encourage a learning experience that provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the School's responsibility to provide and monitor opportunities for personal and academic growth.

Key Responsibilities

Teaching

- To teach the pupils from both the Primary and Secondary Schools according to their educational needs and abilities
- To foster and support for the school's rules and guidelines, aims, values and ethos
- To implement all relevant aspects of school policies e.g. reports etc.
- To develop skills to meet the needs of current educational requirements by attendance at lectures, conferences, and relevant courses, having first discussed the feasibility of such action with the head
- To supervise student teachers, when appropriate
- To attend weekly departmental meetings
- To cover work provided for classes when members of the department are absent (and in certain other cases too)
- To assist in the storage and maintenance of equipment, as appropriate
- To protect the safety of pupils and staff in accordance with the school's Health and Safety Policy in liaison with the HoD and deputy head
- To realise the responsibility for Health and Safety problems/risk assessment and the oversight of the safety of all students when being taught and making students themselves aware of safety

- To ensure that pupils wear appropriate, regulation clothing and are aware of safety rules within the department and especially those relating to Physical Education
- To update a First Aid Certificate to ensure First Aid could be administered in case of an accident during any activity undertaken by the PE department and the updating of Life Saving qualifications
- To participate in activities and events associated with the subject e.g. lectures, exhibitions, visits, clubs, societies etc. and accompanying pupils to internal and external events and competitions, as appropriate
- To participate in relevant matches, tournaments, tours and visits to other events in accordance with the school's policy for offsite trips
- To encourage students to develop a sense of team spirit with emphasis on cooperation and commitment to teams, one another and the school
- To participate in Sports Days, London Youth Games, Inter School Matches, and any other appropriate event(s)
- To participate in departmental events
- To liaise with form staff and the HoD, as appropriate, to ensure that the progress of each student in PE is monitored in line with the French curriculum's assessment system to ensure pupil development and take action as necessary
- To use IT within the department to help with teaching and learning, as and when appropriate
- To assist in maintaining positive working relationships with the Primary and the Secondary Schools
- To encourage links between other schools and ours
- To participate in the department's contribution to the extra-curricular activities in the school
- Prepare informative reports and provide feedback to parents on a pupil's progress at parents' evenings and other meetings;
- Work with parents and governors to maximise their involvement in the school.

Other duties

- Manage the Duke of Edinburgh program (Bronze level) on behalf of the School.
 - ❖ registration of the students,
 - ❖ be the main point of contact and liaise with DofE,
 - ❖ Organise expeditions (risk assessment), lessons with 3ème students to prepare them with first aid, orienteering each week, check evidences...
- to undertake other tasks relevant to the work of the department or the needs of the school, which may reasonably be requested by the Head or Deputy Head
- Assist school administration in booking sports facilities and carry out the necessary administration as required;
- Attend meetings and CPD training as required (PE meetings and school meetings)
 - Attend major school functions (eg prize giving) and any other functions as required.
 - Assist with school inspections as required;
 - Keep up to date with changes in the curriculum and developments in PE;
 - Contribute to the school's planning of activities;

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified.

PERSON SPECIFICATION: TEACHER OF PE

| | Essential Criteria | Desirable Criteria |
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| Qualifications and general expertise | <ul style="list-style-type: none"> • Qualified Teacher Status/<i>titulaire</i>, PGCE or equivalent; • Proven ability as an excellent teacher of PE • Ability to work effectively in a team | <ul style="list-style-type: none"> • Further/continued CPD • Qualified to degree level or equivalent • ESOL qualification • Valid First Aid qualification |
| Professional knowledge and expertise | <ul style="list-style-type: none"> • A track record of excellent practice in PE in primary /secondary school • Up to date knowledge of child protection policies in a school • Knowledge of what constitutes successful relationships with children • Ability to devise and implement strategies for engaging all pupils in PE | <ul style="list-style-type: none"> • Knowledge of the French curriculum and its assessment • Experience in intra schools competitions |
| Professional Skills | <ul style="list-style-type: none"> • Ability to maintain a positive school ethos with an accent on high achievement and inclusion for all; • Ability to motivate and stimulate pupils of all abilities to enjoy participating in PE; • Ability to use initiative to devise imaginative sports lessons • Ability to communicate and promote the aims and objectives of the school; • Ability to set, achieve and sustain high standards of presentation and self discipline for the pupils; • Excellent organisational and time management skills; • Ability to teach children whose first language is not English; • Ability to communicate effectively (orally and in writing) with a wide variety of people inside and outside the school; | <ul style="list-style-type: none"> • Ability to use IT for assessment and analysis purposes and organization and logistics in respect of teams & fixtures |
| Professional Values | <ul style="list-style-type: none"> • Understanding of and commitment to developing links between home, school and the local community; • Commitment to promoting equal opportunities and meeting the educational needs of all pupils by using a variety of teaching strategies; • Commitment to putting pupil outcomes at the core of all aspects and to raising standards; | <ul style="list-style-type: none"> • Support for an enriched curriculum through out of hours learning and educational visits |

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| Personal Attributes | <ul style="list-style-type: none"> • Passionate about sport and teaching; • Display warmth, care and sensitivity in dealing with children; • Open minded, and adaptable to changing circumstances and new ideas • Committed and conscientious; • A sense of perspective and the ability to rise to challenges. • Ability to work calmly under pressure and multi-task • Ability to make appropriate judgments over issues of confidentiality • The will to strive for excellence • Willingness to integrate culturally in the school and speak French or learn to speak French with other staff | <ul style="list-style-type: none"> • Willingness to be involved in the wider life of the school • Willingness to bring personal interests and enthusiasms to the school community |
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The most important thing is to like children, to want the very best for them and be prepared to put their needs first. You must recognise the importance of educating the whole child within a creative, broad and innovative curriculum.

To apply for the role please download the application form below and return it completed by e-mail to the following addresses: recruitment@cfbl.org.uk and m.blain@cfbl.org.uk

Closing date for applications: **Monday 20 August at 5:00pm.**

College Français Bilingue de Londres values the diversity of its community and aims to have a workforce that reflects this. We therefore encourage applications from all sections of the community.

College Français Bilingue de Londres is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. All posts are subject to an enhanced DBS check, an occupational health check and Disqualification by Association Declaration.