******SMART Multi Academy Trust**

**North Fawdon Primary School**

**Sports Coach**

**Post Title:** Sports Coach

**Grade:** N5

**Responsible to:** Head Teacher or other designated teacher

**Job Purpose:** To lead the delivery requirements of the National Curriculum throughout all year groups within school, attend sporting events and provide out of school activities.

**Main Duties:** The following is typical of the duties the postholder will be expected

to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

**General**

* To deliver high quality PE and sports within the National Curriculum across the primary age range.
* To liaise with the Leadership team in relation to resources for effective PE lessons and timetables for all PE lessons and sporting activities.
* To assist in monitoring and recording the progress of individual pupils in accordance with school procedures and reporting to the class teacher.
* To attend sporting events with groups of pupils in school time and out of school time as required.
* To liaise with outside agencies in relation to sporting events.
* Providing clerical and administrative support for the organisation of sporting events and competitions, e.g. arranging transport.
* To support and assist in the development of an effective programme of out of school sport activities.
* To attend training sessions relevant to the post.
* To support the school in promoting sports to all children.
* To be flexible within working hours in order to support out of hours learning (including lunchtime and after school).
* To assist in maintaining a healthy, safe and secure environment and to act in accordance with the school’s policies and procedures.

**Learning Environment Organisation**

* Responsible for the organisation, classroom maintenance, setting out, clearing away and care of resources to create a purposeful and attractive learning environment.
* Assisting in the preparation, maintenance and repair of apparatus and equipment.

**Pupil Support**

* Working with pupils directly on curriculum related tasks under the direction of the teacher.
* Contributing to the delivery of all aspects of the PE curriculum for pupils, including assessment, recording and reporting procedures.
* Giving relevant feedback to the teacher regarding the social, emotional and physical needs of pupils thus offering the teacher support in their assessment.
* Contributing to monitoring and evaluating the learning environment provided for the pupils in his/her care and using this evaluation to help make necessary changes and developments within the learning environment.
* To work with identified children to ensure they make good academic progress through coaching, nurturing and persistent encouragement.
* Working with teachers and other staff in planning the teaching programme and associated activities.
* Following the school policy documents and schemes of work to keep updated with school and the National Curriculum documentation.

**Welfare and other duties**

* Under teacher overall control, accepting shared responsibility for the creation of a safe environment for pupils within and outside the classroom.
* Assisting in the supervision of pupils particularly at break periods and the beginning and end of sessions.
* Providing general care and welfare by responding appropriately to the social, emotional and physical needs of pupils.
* Administer medication to pupils in accordance with the school’s policy and procedures (only where the postholder, in accordance with SMART Academy guidance, has agreed to be the named volunteer for this task).
* To promote and implement the Academy’s Equality Policy in all aspects of employment and service delivery.

**Child Protection**

* The postholder will have responsibility for promoting and safeguarding the welfare of children and young person that they are responsible for, or comes into contact with.

SMART Multi Academy Trust is an exempt charity and company limited by guarantee registered in England with company number 10257723. The company's registered office is Wyndham Primary School, Montagu Avenue, Newcastle upon Tyne NE3 4SB.