



Job Description

Job Title:	PE and Parent Partnership Leader
Salary:	MPS + 2 SEN Allowance
Line Manager:	Assistant Head/Deputy Head

This job description should be read in addition to the teacher standards, job description requirements of a main/upper scale teacher/teacher pay and conditions document.

Purpose of Post: To be responsible for the leadership and delivery of a named area of the curriculum at Woodlane High School. To be responsible for the leadership of our Parent Partnership program.

Specific Responsibility

1. The leadership and teaching of PE at KS3 and KS4 level.
2. The leadership of PE and fitness on a whole school level.
3. The teaching of a range of subjects at KS3 and KS4.
4. Teaching and preparing pupils for various relevant qualifications in PE.
5. The leadership and management of our parent partnership program.
6. Supporting staff/pupils/parents in preparing pupils for secondary transfer.
7. Providing INSET to staff.
8. The delivery of extra-curricular sport activity.
9. Devising EHCPs and hosting Annual Review meetings.

The leadership and teaching of PE (and other subjects) at KS3 and KS4 level.

- To lead and teach PE at KS3 and KS4.
- To teach various subjects at KS3 and KS4 level.
- To devise, review and maintain appropriately differentiated schemes of work to ensure all pupils have the opportunity to experience success in PE and fitness.
- To select and deliver a relevant external accreditation/qualification for pupils in KS4 PE.
- To ensure the effective implementation of all school policies, in particular the school's core policies in Safeguarding and Child Protection, Promoting Positive Behaviour, Assessment, Marking, Moderation and Reporting and Teaching and Learning.
- To maintain and manage a stimulating and safe learning environment which enhances all pupils' learning opportunities.
- To lead colleagues in developing pupil fitness.
- To be aware of developments in PE and disseminate relevant information to colleagues.
- To plan and deliver extra-curricular activities, theme days and educational visits.

The leadership and management of our parent partnership program.

- To promote a positive partnership between school, parents and support agencies.
- To lead, inspire and support staff/pupils/parents through the creation of an outstanding Parent Partnership program.
- To lead, inspire and support staff/pupils/parents in creating strong links with parents.
- To lead, inspire and support staff to deliver relevant workshops for parents.
- To maintain and gain appropriate Parent Partnership awards.
- To provide support to colleagues, using coaching and mentoring as appropriate - as agreed with the senior leadership team.

Strengthening Community

- Plan and deliver INSET and take a full part in the school's professional development programme.
- To organise and conduct meetings where appropriate with parents and carers to ensure positive outcomes for all parties.
- To liaise with external agencies.
- To develop and strengthen partnerships with the wider community.
- To promote positive relationships and to advise and work with colleagues in other schools and external agencies.
- To devise EHCPs and host Annual Review meetings.

To carry out other associated duties commensurate with the post determined by the SMT.