



Job Description

Name:

Post: PE Coach– PPA Cover

Reporting to: PE leader, Assistant Heads, Heads of School

Salary Scale: Grade 7 Level 2 Sports Coach

Date: September 2026

Purpose of the Job

- Support the teaching and learning of pupils with complex learning difficulties
- Provide PPA cover across the school through the teaching of PE
- Work with and support children with a variety of complex academic, physical and emotional/behavioural needs on a class, group or individual basis
- Take responsibility for promoting and safeguarding the welfare of children within the school
- Support the school's aims, values and policies

Key Accountabilities

- As directed to work with individuals or groups of children with complex needs, to provide PPA cover through teaching PE
- Lead a class for sessions around the PE lesson in regard to life skills and PSHE
- Lead a Sports club on a weekly basis
- Establish supportive, caring and secure relationships with the child/ children, promoting respect, self-esteem and a positive, inclusive whole school ethos
- Develop knowledge and understanding of the specific physical and emotional/behavioural needs of individuals and groups of children within the school and respond to them effectively
- Support and motivate the children, clarifying instructions, encouraging independent learning and enabling learning targets and outcomes to be achieved
- Contribute to monitoring and recording pupils' progress, including maintaining records, contributing to reviews and providing relevant feedback to teachers
- Encourage and support good behaviour acting as a positive role model and to deal with challenging behaviour in accordance with school policies and following appropriate training
- Provide welfare support to the children as required.
- As directed by the class teacher, to liaise with outside agencies, parents and carers where appropriate, in respect of individual children
- Responsible for duties associated with coaching. These may include:
 - Setting up activities, preparing resources and displays and tidying and clearing away
 - Supervision of children during playtimes and lunchtimes
 - Supervision of children entering and leaving school premises

Responsibilities

- To support the functions of the Springwell Inclusion Partnership as appropriate and upon request

Supporting the school

- Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life
- Attend and contribute to staff meetings and INSET days as required and identify areas of personal practice and experience to develop
- Take responsibility for safeguarding following the agreed policies at all times, be aware of confidential issues linked to home/child/school and keep confidences appropriately
- Be aware of health and safety issues and act in accordance with Health and Safety policies
- Ensure implementation and promotion in employment and service delivery of equal opportunities policies and statutory responsibilities

Other duties

The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or receives appropriate training to carry out these duties.

Signed:

Date:

Person Specification

Post: Sports Coach

ESSENTIAL	DESIRABLE
Qualifications	
UKCC Level 2 coaching qualification or equivalent, Grade C or above (4-9) in Maths and English (or equivalent)	
Experience	
Administrative skills and experience An excellent understanding and experience of working with children with complex needs Previous experience of coaching and leading PE sessions	
Knowledge, skills and abilities	
Understanding of the health and safety requirements of delivering PE to children with complex needs Ability to plan PE/Coaching sessions for children with complex need under the direction of the PE line manager Ability to engage and motivate children through PE Ability to lead whole class activities and lessons Ability to communicate information and ideas effectively to a range of audiences, including children with specific learning and/or behavioural needs, through good written and oral communication skills Ability to maintain children's interest and motivation for learning and to maintain discipline Ability to work well as a member of a team Ability to work with, support, understand and empathise with children who have a range of special needs Awareness of needs/demands of children with complex needs how they act/react	Creative ability Ability to deal with interruptions and unexpected peaks in workload
Equality, inclusion and safeguarding issues	
Ability to integrate equality policies into service delivery Commitment to safeguarding Responsible for following the schools health & safety policy, practices and procedures Awareness of and commitment to confidentiality	
Personal Qualities	
Commitment to and delivery of safety in PE To use own judgement and initiative Willingness to undertake both formal and informal training Participate in whole school developments Commitment to support the activities of the Teaching School Reasonable level of physical fitness	