



# Ark Elvin Academy

## Head of PE

**Location:** Wembley, North-West London – excellent transport links

**Salary:** Ark Main/Upper Pay Range (£37,667 - £59,242) + TLR2B - £5,350 and generous planning time, high quality line management and professional development as part of an outstanding Academy Leadership Team

**Start date:** September 2024

**Closing date:** Wednesday 15<sup>th</sup> May 2024

**Interview:** Friday 17<sup>th</sup> May 2024

***Do you have high expectations, a big heart and a passion for your subject?***

**Our mission is to ensure that every pupil leaves Elvin confident, articulate, and culturally aware; able to pursue careers they are passionate about, contribute to society and live happy, healthy and fulfilled lives.**

***Does our mission inspire you to join our team to do your best work and to develop others to do theirs?***

Our school has been on a transformational journey, and we are looking for a new Head of PE to be part of our dynamic and ambitious PE team and our wider Academy Leadership Team that will lead the next exciting leap forward as we challenge educational disadvantage by defining an ambitious, replicable and sustainable school model that supports children from communities like ours to thrive at top third universities and highly competitive apprenticeships.

### About the role:

You will lead our team of PE specialists to continue to develop our PE and Sports curriculum and enrichment offer to inspire our pupils to lead active and healthy lives and study PE and sport at KS4, in our 6<sup>th</sup> form and beyond. You will ensure that teaching across the department establishes high expectations through strong routines, great relationships and the impactful delivery of our curriculum.

As well as the formal taught curriculum we are excited to hear about the range of sporting clubs and activities you want to deliver so every child at Elvin can find a sport that they are passionate about and can progress with beyond school. With state of the art sporting facilities including a full sized football pitch, playing fields, sports hall, activity studio and Gym all in the shadows of the Wembley arches our facilities are world class and set up to inspire a future generation of sporting stars.

**In recruiting our next Head of PE we are seeking the following from applicants:**

- An excellent PE teacher with a proven track record of achieving strong outcomes

- An ability to inspire and nurture pupils and develop staff
- High expectations for pupil behaviour and learning
- A commitment to serving our diverse community in Brent
- A keenness to learn and develop in your role and as a leader
- A great team player with high standards of reliability, professionalism and courteousness.

**View the full job description and person specification [here](#).**

### **Why join our school?**

At Ark Elvin Academy we are proud of the excellent education we offer each of our pupils. Our team of enthusiastic, high expectations staff have transformed our school from special measures to outstanding in our most recent Ofsted (June 2023). But our work is not done – far from it – our mission is big and bold for our pupils and we are just as excited about the next step in our school improvement journey as we work together to deliver the transformative education our community need and deserve.

We are a large, over-subscribed non-selective secondary school in the London borough of Brent, with excellent transport links to central London. We are committed to ensuring teachers can focus on teaching and have the opportunity to refine and develop their practice in the classroom and develop their leadership skills, we have:

- twice as many training days as is standard
- weekly professional development for all staff.

You will become part of a close-knit professional community of enthusiastic colleagues who benefit from the training, guidance, and support from the Ark network, one of the country's top performing school groups.

### **How to apply:**

To apply, please submit an application via the Ark recruitment portal by [ADD](#)

If you are interested in finding out more? Please email our Briony Stephenson, Principals PA: [b.stephenson@arkelvinacademy.org](mailto:b.stephenson@arkelvinacademy.org) to arrange a call with our Principal, Rebecca Curtis.

*Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.*

*Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).*

# Job Description: Head of PE

**Reports to:** Assistant Principal

## The Role

Reporting to senior leadership team, the Head of Department is responsible for developing and leading a knowledge-rich and relevant curriculum which enables the highest level of pupil progress, attainment and participation in lessons and outside. The role involves leading, coaching and developing our team of PE specialists to do their best work. The Head of PE will be a member of an outstanding middle leadership team, making a significant contribution to the quality of learning and teaching across the academy and supporting our school improvement.

## Key responsibilities

The full remit of the post will be negotiated dependent on the skills and experience of the candidate appointed. Specific responsibilities are subject to change.

The Subject Leader will take responsibility for the following specific roles within their wider role as a middle leader of the school:

- Develop and implement the PE curriculum and enrichment offer
- Lead and develop our team of PE teachers
- Coach and mentor teachers in the department at all stages in their career including mentoring ECTs
- Supporting all pupils to participate in sport outside their PE lessons and develop a life long love of physical exercise and competition
- Provide a nurturing classroom and academy environment that ensures all pupils are happy, work hard and make exceptional progress
- Contribute to our warm and disciplined school culture.

## Teaching and Learning

- Lead on the planning and preparation of effective schemes of learning and base lessons
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment
- Use regular assessments to set targets for pupils, monitor pupil progress and respond accordingly to the results of such monitoring
- Produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils
- Develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in pupil achievement
- Ensure that all pupils achieve above expected progress
- Maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications
- Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils

- To participate in preparing pupils for external examinations.

## **Academy Culture**

- To support the academy's mission and values by contributing to the development and implementation of policies, practices and procedures
- To help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
- To be alert and active on issues relating to pupil safeguarding, welfare and child protection

## **Development of the Ark Network**

- Value and support practices driving continued progress across the network of Ark schools
- Participate actively throughout the network, by attending relevant meetings and network-wide training and assessment standardisation.

## **Other**

- To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake, within reason, other various responsibilities as directed by the Head of Faculty, SLT or Principal.

# Person Specification: Head of PE

## Qualification Criteria

- Qualified to teach and work in the UK
- Degree in an applicable subject

## Knowledge, Skills and Experience

- Experience of raising attainment in your subject area
- Experience of leading a team and/or developing others
- Experience of having designed, implemented and evaluated effective, imaginative and stimulating Schemes of Work
- Experience of improving the quality of teaching and learning through the development of schemes of work and high-quality resources
- Experience of leading successful enrichment which inspire and motivate learners
- Experience of interpreting complex student data to drive lesson planning and student progress
- Excellent understanding of both subject and general teaching pedagogy
- Effective and systematic behaviour management
- Knowledge of the national secondary education system, examinations and curriculum

## Personal Characteristics

- A passion for sport and living a healthy lifestyle; a role model who can inspire our pupils to live happy and healthy lives
- Genuine passion for and a belief in the potential of every student
- Deep commitment to Ark's mission of providing an excellent education to every student, regardless of background
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice
- Commitment to and understanding of professionalism in line with the National Teaching Standards

## Other

- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

