



WATFORD GRAMMAR SCHOOL FOR GIRLS

Headmistress: Mrs Clare Wagner BA (Bristol) MSc (Oxon) NPQH

INFORMATION PACK FOR APPLICANTS

Teacher of Physical Education

Part Time 0.6 FTE/3 days permanent From September 17 or January 2018

Teacher Closing Date: noon 11th July 2017 Interview Date: 14th July 2017

Thank you for requesting details of the above post. We are pleased to enclose the following information:

Application form*
Department & Person Specification
Job Description (generic)

*Available on website if you have requested an electronic information pack. This form includes an Equal Opportunities Monitoring Sheet which will be separated from your application form on receipt.

You are welcome to send a copy of your cv however it must be accompanied by a fully completed and signed application form. A cv alone will not be considered. The form can be completed and returned electronically however if this is the case it will need to be signed in person where the applicant is called for interview.

Completed application forms will not be acknowledged.

Applicants who are not called for interview will not be informed that they have been unsuccessful. If you have not heard within 3 working days of the closing date you may presume that you have not been shortlisted.

Applicants invited for interview will be required to bring with them original copies of teaching or other relevant qualifications for verification, as well as documentation to comply with the provisions of the Immigration, Asylum and Nationality Act 2006. Details of documents required will be specified in letters to those called for interview.

If you are selected for interview, you will also be invited to make a visit to the school to view the facilities and ask general questions. This will normally take place on the same day as the interview, however if you have queries regarding details of the role prior to your application you may contact the Head of PE, Miss Katie Holes on miss.holes@watfordgirls.herts.sch.uk

Contact details for Return of Completed Application forms and other enquiries:

Sue Dabiran
PA to Headmistress/HR Manager
Pa2head@watfordgirls.herts.sch.uk
01923 223403 extension 202

WATFORD GRAMMAR SCHOOL FOR GIRLS



PHYSICAL EDUCATION DEPARTMENT

The Physical Education Department at Watford Grammar School for Girls consists of three full-time and two part-time subject specialists, all holding good honours degrees in Physical Education. Two of the team are current Heads of Year. Every student in the school follows a structured curriculum at Key Stage 3 including the following activities: athletics, badminton, basketball, cricket, dance, football, gymnastics, hockey, netball, orienteering, rounders, swimming, tennis and volleyball. At Key Stage 4 students will follow core Physical Education in years 10 and 11. In year 10 all students follow a Sports Leadership programme and in year 11 students are given the opportunity to participate in activities to encourage lifelong participation. Students may also opt for GCSE Physical Education (AQA from 2016) where the practical component contributes towards 40% of the final grade and the theoretical component 60%. Uptake of examination Physical Education continues to be high.

Examination results are excellent. GCSE in 2016 produced 77% A*-C; AS Level 100% A-E and A-Level 100% A-C. Students do go on to further their studies at university with applications for teaching degrees and sports science based courses. The Department provides many opportunities for students to further their practical ability as well as leadership and officiating skills. Extended clubs are run weekly by members of the Department in the traditional sports whilst external coaches are brought in to further broaden the opportunities on offer to all students. Archery, badminton, golf and trampolining continue to be extremely popular across the school. A Sports Captain and a prefect team support the Department in a wide variety of roles including the upkeep of departmental noticeboards; the overseeing of the School Sports Council and the facilitating of interform competitions.

The Physical Education Department aims to engage and stimulate students through lessons which offer variety, pace and purpose. The Department has a real sense of 'Physical Education for All' at its very core. Students are given the opportunity to work towards a variety of key concepts within lessons that encourage not only practical skills but observation and leadership. This is strengthened through the use of ipads within the department where students are encouraged to record performances and provide feedback as appropriate. Physical Education is a highly regarded subject within the school and this is testament to all staff members. Lessons are fun, engaging and differentiated to provide challenge for all. The Department is highly regarded within the district and the county. Teams are consistent to practice and achieve great success in regular competitions.

Key events take place throughout the year including the Gym and Dance Display, Sports Celebration Evening and our annual Sports Day. These events are a time to celebrate participation and success and certainly demonstrate excellent team work skills especially where Sports Day is concerned.

Miss Katie Holes
Director of Sport
June 2017

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PERSON SPECIFICATION – Physical Education Teacher

An outstanding classroom teacher with the ability to teach Physical Education to all Key Stages.

- A passion for sporting achievement and participation at all ages and abilities.
- A good honours degree in Physical Education or related subject.
- A commitment to raising achievement and providing challenge in the lessons
- Ability to teach Physical Education to GCSE.
- Articulate and accurate communication.
- Ability to work as part of a team.
- Willingness to take a full part in extended-curricular activities.
- Proven organisational and administrative skills.
- Acting at all times in sympathy with the aims of the school.
- IT skills and experience of using technologies in teaching.
- Ability to teach another subject to either KS3 or 4 would be an advantage.
- Enthusiasm, energy, initiative and a sense of humour.

Your letter of application should address the above points and include a summary of the strengths you would bring to the post.

GENERIC CLASSROOM TEACHER JOB DESCRIPTION NOT SPECIFIC TO INDIVIDUAL

JOB TITLE: CLASSROOM TEACHER
REPORTS TO: DEPUTY HEADTEACHER OR LEARNING SUPPORT LEADER
SALARY RANGE: TEACHERS' PAY SCALE (MAIN OR UPPER)

1. Purpose of the job

To deliver high quality teaching and learning to pupils who are assigned to the postholder.

2. Main duties

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not, therefore, an exhaustive list of what is required.

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the postholder.
- Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the postholder's pupils.
- Provide leadership across the school in a designated subject or curriculum area, this to include:
 - i) monitoring quality and standards
 - ii) contributing to school planning and self-evaluation
 - iii) providing professional support to other teachers and support staff
 - iv) advising the headteacher on appropriate resources and materials
 - v) leading appropriate professional development.

3. Job context

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. All teachers, except those who are newly qualified, will have a lead responsibility for a curriculum area across the whole school and will be supported in that role by their line manager.

For newly qualified teachers, subject leadership will be taken by his/her line manager during the first year of employment at the school.

Teachers in the upper pay scale can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.

In particular, teachers at UP3 will:

- provide a role model for professional practice in the school
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team.

4. Review of duties

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.