



Job Description

Job Title	WHOLE SCHOOL COVER SUPERVISOR (including PE lessons) AND QUALIFIED SPORTS COACH
Reports to	Cover Manager and Second i/c Physical Education (sport)
Job Purpose	<ul style="list-style-type: none">• To provide high-quality classroom cover across the school, including PE lessons, ensuring continuity of learning in the absence of teaching staff.• To deliver effective sports coaching and support the development of school sports teams, fostering participation, performance and enjoyment.• To promote students' learning, wellbeing and safety at all times, in line with the school's ethos and values.• To contribute positively to the wider life of the school through professional conduct, teamwork and commitment to excellence.
Duties	<p><u>Cover Supervision and Classroom Support</u></p> <ul style="list-style-type: none">• Supervise whole classes during the short-term absence of teaching staff, ensuring students remain on task and engaged with pre-set work.• Deliver clear instructions and expectations to students, maintaining a calm, purposeful and positive learning environment.• Manage student behaviour effectively and consistently, in line with school policies and procedures.• Support students of all abilities with compassion and empathy, encouraging effort, resilience and positive attitudes to learning.• Ensure the safety and wellbeing of students at all times during cover lessons. <p><u>PE Cover Supervision and Sports Coaching</u></p> <ul style="list-style-type: none">• Deliver high-quality PE lessons and sports coaching sessions, drawing on relevant coaching qualifications and experience.• Support the development of students' physical skills, confidence and enjoyment of sport.• Organise, coach and manage school sports teams, including preparation for fixtures and competitions.• Foster teamwork, dedication, resilience and a winning mentality among students, underpinned by fairness and good sportsmanship.• Demonstrate calmness, sound judgement and effective decision-making in competitive and pressurised situations.• To contribute to the day-to-day running of the PE department.
General	<ul style="list-style-type: none">• To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace.• Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy• The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.• The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.
Safeguarding	<ul style="list-style-type: none">• All staff must adhere to the School's Safeguarding Policies and Procedures including engaging in annual Safeguarding Training and Updates.

This job description is current, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.