Job Description: Deputy PE Lead / Second in Department

Reports to	PE Lead / Quality of Education Team
Location	Reddish Hall School
Contract	Full time
Salary	TBC
Suitable for ECTs	No

Purpose of the role

The Deputy PE Lead will support the PE Lead with the delivery, organisation and development of PE across the school. The post holder will deliver engaging and accessible PE lessons for pupils with SEMH, ASC, ADHD and other SEND needs. They will support the PE Lead with practical department actions, including booking off-site sports venues, organising equipment and supporting structured PE, enrichment and physical activity opportunities.

As Reddish Hall does not have on-site PE facilities, the post holder must be able and willing to drive pupils to and from off-site PE venues as an essential part of the role.

The role would suit someone who is enthusiastic about PE, pupil engagement, extra-curricular clubs and structured breaktime/lunchtime activities.

Key responsibilities

PE teaching and curriculum

- Plan, deliver and assess engaging PE lessons across KS3 and KS4.
- Adapt PE activities to meet pupils' physical, sensory, communication, emotional and SEND needs.
- Support pupils to develop confidence, teamwork, resilience, independence and healthy attitudes towards physical activity.
- Maintain high expectations for behaviour, effort, participation and achievement.
- Work with the PE Lead to review the PE curriculum so it is accessible, purposeful and responsive to pupil SEND needs.
- Support delivery of appropriate PE, sport or vocational sport qualifications where required.
- Contribute to PE resources, planning and assessment materials.

Support for the PE Lead

- Support the PE Lead with the day-to-day organisation of PE provision, including venue bookings, timetables, groups, equipment and staffing.
- Deputise for agreed actions under the direction of the PE Lead.
- Support risk assessments for PE activities, off-site venues and sports events.
- Help review what is working well in PE and identify practical curriculum improvements for pupils with SEND.
- Contribute to PE planning discussions and department development where required.

Off-site PE and transport

- Drive pupils to and from off-site PE venues as required.
- Follow all school procedures for transporting pupils.
- Follow safeguarding, behaviour, risk assessment and health and safety expectations.
- Support safe arrival, supervision, participation and return from off-site PE.
- Carry out dynamic risk assessments during off-site sessions.
- Promote positive behaviour and respectful conduct when pupils are representing the school off-site.

Extra-curricular and wider PE offer

- Support the development of PE clubs, sports activities and enrichment.
- Contribute to structured lunchtime and breaktime physical activities.
- Encourage pupils who may be reluctant or anxious about PE to take part.
- Help create positive opportunities for pupils to experience success through sport and physical activity.
- Support sports events, reward activities, fixtures or personal development opportunities where appropriate.

Assessment and pupil progress

- Use assessment to identify pupils' starting points and monitor progress.
- Track and record pupil progress using school systems.
- Support pupils to make progress towards appropriate PE outcomes or accreditation.
- Contribute to pupil progress reviews, EHCP reviews and reports where required.
- Share relevant information with the PE Lead.
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SEND, SEMH and inclusion

- Ensure PE provision reflects pupils' EHCP needs and barriers to learning.
- Use trauma-informed, relational and attachment-aware approaches.
- Adapt activities so pupils can participate safely and successfully.
- Support pupils with low confidence, poor self-esteem or previous negative experiences of PE.
- Work with teaching assistants, pastoral staff, therapy staff and other colleagues to support pupil engagement.

Behaviour, relationships and pastoral support

- Build strong, professional relationships with pupils.
- Maintain high expectations for behaviour, effort and participation.
- Use school behaviour systems consistently.
- Use de-escalation strategies calmly and consistently.
- Maintain a safe, calm and purposeful environment during PE, clubs and off-site activities.
- This role may include a form tutor responsibility and contribution to wider pastoral routines, in line with the expectations of teaching staff at Reddish Hall.

Safeguarding and professional conduct

- Safeguard and promote the welfare of all pupils.
- Follow school policies on safeguarding, behaviour, health and safety, confidentiality and data protection.
- Identify, record and report safeguarding concerns promptly and accurately.
- Take particular care around supervision, changing arrangements, transport, off-site movement and physical activity risks.
- Uphold the Teachers' Standards.
- Attend relevant training and school meetings as required.

Person specification

Essential

- QTS/QTLS or equivalent recognised teaching qualification.
- Strong PE subject knowledge.
- Experience teaching PE to secondary-aged pupils.
- Understanding of SEMH needs and their impact on learning, behaviour and participation.
- Ability to adapt PE activities for pupils with a range of SEND needs.
- Strong behaviour management and de-escalation skills.
- Valid UK driving licence.
- Ability and willingness to drive pupils to and from off-site PE venues.
- Ability to follow transport, safeguarding, behaviour and risk assessment procedures.
- Enthusiasm for extra-curricular PE, clubs and structured physical activities.
- Clear communication, teamwork and organisational skills.
- Commitment to safeguarding and inclusive practice.

Desirable

- Experience working in a specialist setting or alternative provision.
- Experience supporting PE curriculum development.
- Experience delivering PE, sport or vocational sport qualifications.
- Experience organising sports clubs, fixtures, enrichment or off-site activities.
- Additional SEND, SEMH, trauma-informed or behaviour-related CPD.
- Confidence contributing to activity risk assessments.

Additional duties

The post holder may be asked to carry out other reasonable duties in line with the role. The job description will be reviewed as part of the school's normal review and performance management cycle.