

Role Profile Sports Coach

Location: Charterhouse Square

Function: School Classroom Non-Teaching

Reporting To: Head of Sports

What you'll be doing

Role purpose

To assist in the educational and social development of pupils in Key Stage 2, under the direction and guidance of the Head of Sports.

- To lead and deliver high-quality physical education, sport, and active play provision for children aged 3–11 (Nursery to Year 6), supporting their physical development, wellbeing, and engagement in a healthy lifestyle.
- To plan, deliver, and evaluate inclusive and progressive sports programmes that develop fundamental movement skills, sport-specific techniques, and positive attitudes towards physical activity, working alongside the Head of Sports.
- To contribute to the curriculum by ensuring a safe, engaging, and stimulating environment that promotes participation, confidence, and enjoyment for all pupils.
- The role is a central part of the After School Club provision, working closely with other support staff to deliver safe, creative, and stimulating play activities for children aged 3–11.
- To work under the instruction and guidance of teaching staff to support high-quality learning and teaching, helping to raise standards of achievement for all pupils.
- To support the policies and aims of the school and ensure the social, emotional, and physical development of every child.
- Work may take place in classrooms or outdoor areas across the school site.

What you will be doing

Teaching and Learning

- Develop knowledge of a range of learning support needs and an understanding of the specific needs of pupils.
- Support pupils to learn effectively in groups and independently by:
 - Clarifying and explaining instructions.
 - Ensuring pupils can use equipment and materials provided.
 - Supporting areas of need such as language, behaviour, social skills, reading, spelling, and presentation.
 - Helping pupils to focus on and complete tasks.
 - Supporting physical needs while promoting independence.
 - Assisting with Individual Education Plans, Behaviour Plans, and Personal Care programmes.
 - Developing appropriate learning resources.
- Assist class teachers with maintaining records and assessments.
- Plan, prepare, and deliver structured, progressive, and engaging PE lessons across Nursery to Year 6.
- Develop pupils' fundamental movement skills and sport-specific abilities appropriate to age and stage.
- Differentiate activities to ensure inclusion and accessibility for all pupils, including those with additional needs.
- Support the delivery of the PE curriculum alongside teaching staff.
- Assess, monitor, and provide feedback on pupils' progress and participation.

- Promote positive attitudes towards sport, including teamwork, resilience, respect, and fair play.

Health, Safety & Organisation

- Ensure activities are risk-assessed and delivered in line with health and safety guidelines.
- Safely set up, use, and store sports equipment.
- Maintain a safe working environment for pupils and staff at all times.
- Support the organisation and smooth running of sports events, clubs, and activities.

Communication & Collaboration

- Work effectively as part of a team with teaching staff, support staff, and leadership.
- Communicate clearly with pupils, colleagues, and parents/carers when appropriate.
- Contribute to the development and improvement of the school's sports provision.
- Maintain appropriate records of participation, progress, and incidents as required.

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct.
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing.
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy.
- To engage in safeguarding training when required.

What you'll bring

Essential	Desirable
Skills • Ability to support pupils individually, in small groups, and during whole-class activities. • Ability to clearly explain tasks and foster pupil independence. • Effective supervision of pupils, modelling positive behaviour management strategies. • Ability to work with guidance while under limited supervision. • Strong communication and interpersonal skills. • Good organisational and time-management skills. • Ability to plan and deliver high-quality sports sessions across EYFS, KS1, and KS2. • Strong behaviour-management skills using positive and restorative approaches. • Ability to engage, motivate, and inspire young children.	Skills • Ability to suggest alternative strategies to support pupils with different learning needs. • Understanding of behaviour management approaches. • Knowledge of the National Curriculum (Key Stage 2). • Creative approach to delivering inclusive and engaging physical activities. • Knowledge of physical literacy and PE curriculum development.
Qualifications • Good standard of education to A Level or equivalent, including literacy and numeracy or equivalent.	Qualifications • Relevant qualification in Sport, Physical Education, Childcare, or Education. • Level 2 (or higher) coaching qualification. • First Aid qualification. • Safeguarding training.
Experience • Experience working with children aged 3–11. • Experience delivering sports coaching or physical activity programmes. • Understanding of child development and learning through play. • Knowledge of safeguarding and child protection procedures.	Experience • Experience working in an independent or educational setting and how to monitor, record and make basic assessments about individual progress. • Experience delivering PE within a curriculum context • Experience monitoring, assessing, or recording pupil progress

Other

- Love working with children and recognise childhood as a vital developmental stage.
- Positive attitude toward professional development and learning.
- Reliability, integrity, good organisation, and attendance record.
- Passion for sport, physical activity, and child development.
- Energetic, enthusiastic, and approachable manner.
- Commitment to continuous professional development.

Key Stakeholders you'll be working with

- **Internal:** Headteacher, Staff, Students, Cognita.
- **External:** Parents.

To be signed and dated by employee:

Signed:

Name (print):

Date:

COGNITA