

## TEACHER OF PHYSICAL EDUCATION REQUIRED FOR SEPTEMBER 2023 – maternity cover

This is a superb opportunity for either one full time PE Teacher or two part time PE Teachers both working 3 days per week to join our thriving PE Department on a 1-year fixed term contract.

Thank you for showing an interest in this post. We hope that the following information about St Helen's and description of the school and job description will help you to decide that this is an application which you wish to pursue.



## WELCOME TO ST HELEN'S

St Helen's is a large, thriving all-through school and many of the girls who leave us at the end of Year 13 have been with us since Nursery or Reception. We are ambitious for every single girl: that she achieves her potential; that she leaves us to embark upon an exciting and fulfilling future, able to deal with whatever life throws at her with a calm, inner resolve, and a sense of fun; that she is ready to go out into the world and make a difference. St Helen's has a long tradition of academic excellence which encourages girls to pursue intellectual curiosity beyond the curriculum. Our GCSE results put us very securely into the top 50 independent schools in the country each year (28<sup>th</sup> in 2022), and we are ranked 30<sup>th</sup> for A Level's in the Telegraph League Table of UK Independent schools 2022. Sixth Formers go on to established, high-ranking universities including Oxford and Cambridge, with more than a third studying STEM subjects. However, we give our girls much more than just academic success; our co-curricular programme is rich and varied, and our pastoral care ensures that every girl is valued and cared for.

Within easy reach of central London, our school is set in 21 acres of lovely grounds and, just as we are proud of our students' academic achievements and their personal development, we are also proud of our facilities and buildings. We have invested over £20 million in a building programme over the last five years and have plans to do more.

St Helen's has a warm and lively atmosphere that makes it a really exciting place to work. Our staff and our girls look out for each other and encourage each other to be the best possible version of themselves. As such, you will play a vital role in supporting the school in the next stage of its journey and I look forward to receiving your application.

**Alice Lucas, Headmistress**



## THE SCHOOL

St Helen's is an academically selective independent girls' day school of more than 1200 students aged 3-18, set in beautiful green space in Northwood, Middlesex.

It draws pupils from a wide area of north-west London, Buckinghamshire, and Hertfordshire with easy access by Underground from central London.

We want our students to be brave and true, ever intellectually curious. They will believe they can do anything. They will want to explore how they can best interact with the world around them and make a difference for the better in their own way. They will be ready for whatever the future brings.

Our aims are:

- To provide each and every girl with the opportunity and means to achieve academic excellence.
- To provide our students with the personal skills, emotional resilience, and the confidence to achieve their full potential through a varied, rich and challenging co-curricular programme.
- To know, value and respect all girls as individuals so as to best support them on their journey through the school.
- To ensure that the girls are ready to play a full and active part in their communities and in an interconnected digital world.

Our students achieve high academic standards, and we encourage them to develop lifelong skills in a diverse range of areas, both within and outside the curriculum, and to pursue their individual ambitions. The school is proud of its tradition of providing a balanced and forward-looking education through which its pupils can become confident, independent learners and leaders in their fields, their professions, and their communities. Attention to the individual child is at the heart of everything we do and shapes the pastoral care, teaching and learning and the co-curricular opportunities on offer at St Helen's.

## THE DEPARTMENT

The Physical Education Department has seven full-time and four part-time members of staff, providing a wide range of expertise and provision of numerous activities, both curricular and Co-Curricular. All members of the Department are involved in leading Physical Education throughout the School, from EYFS through to Sixth Form. The school also has several specialist coaching staff who currently support teaching in the following areas: Swimming, Tennis, Athletics, Cricket, Gymnastics and Dance

### PREP SCHOOL EYFS & KS1(NURSERY - YEAR 2)

These phases cater for around 215 pupils aged 3-6 years old, with an average class size of 18. The pupils have three 30-minute Physical Education lessons per week. The Physical Education Department is responsible for teaching all Swimming, Gymnastics and Games lessons to Nursery, Reception, Year 1 and Year 2.

### PREP SCHOOL KS2 (YEAR 3 - YEAR 6)

This phase of the school caters for around 250 pupils aged 7-11 years old, with an average class size of 22. KS2 pupils have three one-hour Physical Education lessons each week. In Years 3 and 4 the activities in the Autumn and Spring Terms are Netball, Hockey, Football, Gymnastics, Dance and Swimming. In Years 5 and 6 the girls cover Netball, Hockey, Gymnastics, Dance and Swimming in the Autumn and Spring Terms. All years cover Athletics, Tennis and Rounders in the Summer Term.

### SENIOR SCHOOL (MIDDLE SCHOOL: YEARS 7 - 9)

Years 7 have six lessons over a fortnight. Year 8 have five lessons and Year 9 four lessons over a fortnight. In the Autumn and Spring Term, Year 7 have Games in one lesson, Swimming/Badminton in the second and Gymnastics/Dance in the third lesson.

Year 8 have Games in one lesson and Swimming/Gymnastics/Dance/Swimming in the other lesson and Fitness every other week.



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Year 9 girls are offered a greater range of activities in one lesson, including, for example, Football, Basketball and Touch Rugby. The other lesson is a combination of Health-Related Exercise, Badminton and Trampolining.

All pupils participate in Rounders/Cricket, Tennis and Athletics in the Summer Term.

## **SENIOR SCHOOL (UPPER SCHOOL AND SIXTH FORM: YEARS 10-13) Academic Physical Education**

GCSE Physical Education is taught at St Helen's. In Years 10 and 11, students taking Physical Education as a GCSE have six Physical Education lessons over the two-week timetable cycle. Physical Education is also offered at A level. Students have eleven lessons over a two-week period.

### **Core Physical Education: Years 10-13**

Three lessons over two weeks are allocated to all Year 10 pupils who take part in a rota of activities, covering Fitness, Games, Badminton, Climbing, Volleyball. During the Summer Term, this rota covers Tennis, Athletics and Rounders/Cricket.

Year 10 pupils also have the opportunity to take the Dance Leaders and Sports Leaders course.

Year 11 have three lessons over two weeks and are on a rota which covers Yoga, Badminton, Fitness, Personal Safety, Games and Climbing.

Year 12 and Year 13 have one lesson per week. Year 12 options include Table Tennis, Volleyball, Fitness, Climbing, Badminton, Games.

There is also the opportunity for pupils in Year 12 to take the National Pool Lifeguard Qualification in their lessons.

Year 13 have a range of games activities in their lesson each week.

Year 12 and 13 pupils are also encouraged to take advantage of the Fitness Suite facilities in their study periods.

## **FACILITIES**

- State-of-the-art Sports Complex which includes a six-lane, 25m deck-level swimming pool and Fitness Suite, full-size Sports Hall, Dance Studio and Seminar Room
- The Centre, which is used for Gymnastics and Dance
- The Prep Hall which is used for Prep School lessons.
- Six tennis courts - which include five netball courts – two of which are covered and have floodlights in the winter months.
- One grass pitch - this is marked out with a 200m athletics track in the Summer Term
- All-weather multi-use artificial sports pitch with floodlights

## **CO-CURRICULAR ACTIVITIES**

Throughout their time at St Helen's, we encourage all pupils to take part in our full programme of Co-Curricular activities, which take place during the lunch slot and after school. Sporting fixtures with other schools are also an important aspect of the life of the school. These occur mid-week and on Saturdays. St Helen's operates teams in Netball, Lacrosse, Swimming, Badminton, Tennis, Cricket, Athletics and Rugby. A Gym and Dance Show is staged in the Spring Term, and we use off-site facilities for Sports Day for Prep and Senior School at the end of the Summer Term. Sports Day is held in June and is off site at Hillingdon Athletics Stadium for both Prep and Senior School.

## **THE POST**

St Helen's is looking to appoint either a Full Time PE Teacher or two-Part Time PE Teachers both working 3 days per week. Either arrangement will be to cover a period of maternity leave starting September 2023 for one year.



## MAIN RESPONSIBILITIES

All teachers are expected to ensure the highest standards of teaching and learning by:

- Preparing and delivering challenging and differentiated lessons
- Setting homework in accordance with the school's homework policy
- Marking work in accordance with the school's marking policy
- Using all available data and information to ensure that each student is provided with an appropriate programme of study
- Having a good understanding of the schemes of work they are following and how these fit into the overall scheme of work for the subject they are teaching
- Keeping up to date with developments in the teaching of their subject
- Take a full and active role in the School's Co-Curricular programme.

Other Duties:

- Carry out such duties as may reasonably be required by the Head of Department
- Support and promote the school's ethos, aims and objectives.
- Work towards and support the school vision and the current school objectives outlined in the School Strategic Plan
- Promote and safeguard the welfare of pupils and adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy
- Work within the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- Promote equality of opportunity for all students and staff
- Help sustain a school culture and curriculum which promotes an ethical education for all including promoting positive strategies for challenging discrimination of any kind.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with pupils, parents, and colleagues.
- Engage actively in the performance review process.

- Undertake other reasonable duties related to the job purpose required from time to time.

## THE PERSON

It is essential for the successful candidate to have the following qualifications, experience, and personal attributes:

- A 2:2 honours degree or above in a relevant or associated subject.
- A passion for PE and sport
- Experience of coaching individual and team sports
- A love of teaching and learning and a commitment to further professional development
- Be able to work well with others and develop the curriculum through collaborative planning.
- The ability to form and maintain appropriate relationships and boundaries with young people.
- Detailed understanding of current developments in the secondary curriculum and assessment

It is desirable for the successful candidate to have the following qualifications, experience, and personal attributes:

- Ability/experience of teaching GCSE/A Level academic Physical Education
- A strength in netball
- A teaching qualification such as PGCE (or equivalent)
- Evidence of further professional development
- Knowledge and experience of how technology can be used to support learning.



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## BENEFITS

- Membership of the Teachers' Pensions Scheme
- Competitive pay structure with opportunities for progression up the scale
- 50% fee remission for staff children subject to spaces and entry examinations (pro rata for part time staff)
- A strong culture of professional development
- Well behaved pupils who are a pleasure to teach
- Access to the School's swimming pool and fitness suite
- Free on-site parking and excellent public transport links
- Free lunch and refreshments
- Generous occupational sick pay
- A beautiful working environment – the school is set in a conservation site in excess of 20 acres.

## APPLICATION PROCESS

Closing date: **08.00am Monday 5<sup>th</sup> June 2023**

Please apply as soon as possible as shortlisting/interviews will progress up until the closing date. Should a suitable candidate be appointed, we reserve the right to close the advert early.

Due to the volume of applicants, we receive, if you do not hear from us within 4 weeks of the closing date, please assume we will not be progressing your application further on this occasion.

## THE SELECTION PROCESS

Shortlisted candidates will be invited to the school where they will be interviewed by members of the Senior Leadership team, be observed teaching a lesson, have a tour of the school and meet other members of the PE Department and wider Faculty.

St Helen's school is committed to safeguarding and promoting the welfare of children and young people, as detailed in Part 3 (Safer Recruitment) of the KCSIE 2022 guidance document. Applicants will be asked for proof of right to work in the UK and undergo child protection screening, including checks with past employers and the disclosure and barring service.

If you have any queries about this position, please contact the school at [recruitment@sthelens.london](mailto:recruitment@sthelens.london)

