



TOWNSEND
CHURCH OF ENGLAND SCHOOL

Head of Physical Education

Full-time (We will consider a job share for the appropriate candidates)

Advertised internally only

Salary: Main Scale or UPS if entitled PLUS TLR 2B (£5,528) (Fixed-Term 1 year contract September 2024 – August 2025)

Higher London Fringe Pay Spine is payable.

Responsible to: Specified member of the Senior Leadership Team

Responsible for: Members of the department

Closing date – Thursday 16th May 9.00am

Core Purpose of Head of Physical Education

To lead the Physical Education department with drive and imagination during the next phase of its development.

The Head of PE Department is responsible for making clear and effective decisions about: planning, implementing and evaluating the curriculum and extra-curriculum; leading and managing teaching and non-teaching staff; and organising department resources. To have overall responsibility for the standard of students' work, outcomes and behaviour in the department.

PE is currently taught throughout the school including in the sixth form. Students enjoy 3 - 4 hours a fortnight at Key Stage 3&4 and we also deliver GCSE and A Level Physical Education. Level 3 Health and Social Care is a popular course and some experience in this area would be desirable.

There is also an opportunity to lead / co-lead the Duke of Edinburgh Award Scheme and an additional TLR would be available for a suitable applicant.

Physical Education facilities at Townsend as followings: Large playing fields with four full-sized pitches for football / rugby, a MUGA the size of 3 tennis courts, indoor swimming pool, dance studio, small gymnasium and 6 tennis courts. We are currently working with Hertfordshire FA to build a 3G football pitch and are exploring the funding available for a sports hall.

Students at Townsend benefit from a range of co-curricular clubs, house competitions and the district and country competition structure.

The successful candidate will be committed to high academic standards, and have a full appreciation of the importance of Personal, Social and Health Education. They will have the drive and creative flair to ensure participation and success in Physical Education continue



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to grow in the coming years so that Townsend becomes well-known for its provision and prowess in this physical activity.

About the Role:

1. To ensure the school's PE curriculum enables all our students to achieve to the very best of their ability.
2. To secure and sustain high quality teaching, learning and assessment in PE. Leading moderation and standardisation of coursework across the range of qualifications offered by the department.
3. To organise the effective grouping of students and allocation of classes to teachers.
4. Planning practical curriculum courses to make the best use of facilities available within the constraints of the school calendar.
5. To routinely undertake self-evaluation of the performance of the department and use this to inform improvement planning and guide short, medium and long-term decisions.
6. To ensure that the schemes of work and resources used for the teaching of PE are high quality, appropriate and accessible and secure good progress for students of all abilities and backgrounds.
7. To ensure consistent record keeping and data analysis across the department in order to identify and intervene to address underachievement of individuals or identified groups
8. To use department meetings effectively.
9. To support the professional development needs of members of the department and support the development of new and student teachers where relevant
10. To work with staff, students and parents and use the school's systems to manage student behaviour and to reward effort and achievement in the department.
11. To promote PE and to maintain a high profile for the subject and the department in the school and district.
12. To line manage members of the department.
13. To represent the PE Department at meetings inside and outside the school.
14. To liaise with key staff such as the SENCO, Exams Officer, the Pastoral Team and SLT to ensure that the needs of students are best met, and the department contributes towards the smooth running of the school.
15. To plan effective use of the department resources ensuring that they provide value for money and manage the department budget.
16. To ensure the department offers an excellent range of co-curricular activities including: House sport and inter school competitions at district, county and national levels.
17. To oversee the day-to-day work of the PE Department including ensuring cover work is set if required.



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About the School

Townsend is a relatively small and very friendly school with a great atmosphere, circa 800 on roll, including a Sixth Form. Townsend is rated good by Ofsted (January 2024) in all areas and outstanding in our SIAMS inspection report.

Townsend Church of England School is situated on a large, green site between St Albans and Harpenden, and welcomes applicants from families of all faiths and of no faith. Children who attend Townsend live in St Albans and Harpenden, as well as other towns in Hertfordshire and Bedfordshire, including Welwyn Garden City, Hemel Hempstead and Luton.

Townsend believes that educating the whole child is key to a successful education. The Bible-based vision of Love Your Neighbour underpins all we do. Students are taught to respect and care for themselves and each other, and Townsend's supportive environment encourages them to make the most out of their journey through secondary school.

Although this is a Church School you do not have to adhere to the Christian faith to work here, but you must be in sympathy with our work and be able to support the aspects that give us our distinctive character as a Church of England School.

Newly appointed Headteacher, Mr Anthony Flack is excited by the opportunity to make Townsend, 'The first choice secondary school for all'.

Friendly and welcoming, Townsend impresses with its calm learning environment and caring staff. Our new School Prospectus is linked here: <https://townsendschoolprospectus.co.uk/>

We reserve the right to move to shortlisting and interviews when we have viable applications.

If you would like additional information or to discuss this vacancy - please email the school (recruitment@townsend.herts.sch.uk) for the attention of Mr Flack (Headteacher), or Mrs Llewellyn (Senior Deputy Headteacher), and we can either email a reply or telephone you if you leave a contact number.

To apply for this vacancy, please send a cover letter and an application form to Mr Flack, Headteacher, Townsend CofE School, High Oaks, St Albans, Hertfordshire, AL3 6DR or email to recruitment@townsend.herts.sch.uk

Townsend CofE School is committed to the safeguarding of all students and all staff appointed are subject to the usual teaching vetting and compliance checks that include DBS checks, two satisfactory references, confirmation of identity, qualifications, and barred list checks.



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Following the shortlisting stage, and before making a final decision, the School will collect and process information publicly available about you by conducting a brief online search using an internet search engine. We do this to ensure that the school acts in accordance with its obligations set out in Keeping Children Safe in Education.