

# APPLICATION PACK

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Role

Part-time Teacher of Physical Education (Maternity cover) (40-65% FTE)-

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September 2024

# INTRODUCTION

Eastbourne College is a co-educational HMC independent school of just over 640 pupils, of whom half are full-time boarders. It is a strong community with excellent links with local schools and the remarkable town in which it is located.

Academic standards are very high with an average of 80% of A-level grades being awarded A\*, A or B in recent years. At GCSE approximately two thirds of all grades awarded are 9 to 7. The College recruits from a wide ability range and value-added outcomes are exemplary. The majority of College leavers enter higher education in leading universities at home or abroad.

The College is run as a seven-day week boarding school. Day pupils share the same wide curriculum as boarders and enjoy equal access to the physical and human resources of the school. Day pupils can complete their prep in Houses; buses run at both 18:00 and 20:00 on weekday evenings. Boarders have the flexibility to return home at weekends.

c. 640  
pupils

80%  
A\*, A or B  
A levels

66%  
grades 9 to 7  
at GCSE

The Birley Centre is a hub of music practice, performance, composition and recording. There is an established partnership with Glyndebourne and links with Ballet Rambert, local artists and musical ensembles. College artists exhibit in London, actors have starred in film and TV; the Design & Technology department wins an extraordinary number of Arkwright scholarships. We have an enviable reputation for sport both regionally and nationally. Eastbournians frequently represent the county in hockey, rugby, cricket and netball; several old Eastbournians have gone on to achieve professional contracts and international honours. There are also thriving CCF, D of E and service programmes.

Eastbourne College places great emphasis on the importance of developing a school in which education is built on core values and positive, supportive relationships. These central qualities will endure long after a student moves on from the College. The five key values of participation, the pursuit of excellence, integrity, courtesy and kindness are, it believes, the bedrock upon which every child's education should stand, providing them with the wherewithal to flourish both at school and beyond.

More information about the College may be found by visiting the website: [www.eastbourne-college.co.uk](http://www.eastbourne-college.co.uk)

News of latest events can also be found by visiting our Facebook page: <https://www.facebook.com/EastbourneCollege>



PURSUIT OF  
EXCELLENCE  
PARTICIPATION  
INTEGRITY  
KINDNESS



Our  
150<sup>th</sup>  
year



30  
State of the  
art classrooms





# THE POST

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The successful applicant will be expected to teach PE to pupils of all abilities throughout the school. An ability to teach A-level PE is essential. We are looking for someone who is passionate about PE and has the ability to communicate their enthusiasm in an inventive and inspirational way. She or he will be able to demonstrate originality in teaching, inspire creativity in pupils and staff, and inculcate the skills necessary for excellence in examinations while maintaining excitement and interest in learning.

They will be able to cope with administration competently yet speedily, leaving him or her free to concentrate on inspiring and motivating young people. The successful applicant will have opportunity to take the time to reflect and plan, and when appropriate they will be able genuinely to enjoy the exuberant life of the College. All members of the Common Room are encouraged to play an additional part in the wider life of the College, e.g. by acting as tutors in one of the day or boarding houses, by offering their expertise in school productions, coaching team sports, or contributing to music, debating etc.

The College has its own salary scale and the successful applicant will be placed on the scale at a level commensurate with their skills, experience and qualifications. Accommodation may be available. Teaching staff benefit from generous rates for the education of their own children both at the College and at St. Andrew's preparatory school.



# THE DEPARTMENT

At A-level, pupils follow the OCR syllabus and at GCSE pupils are taught the AQA specification. PE is popular in the school and in a typical year, numbers studying A-level exceed 40. At GCSE, as many as 50 or more pupils are engaged. Pupils are keen to develop their theoretical understanding while demonstrating their sporting prowess. There are a total of seven full and part-time members of staff in the department, each bringing their own experience and skills. This post would particularly suit an applicant comfortable with teaching biomechanics and the anatomy/exercise physiology aspects of the A-level course.

## Spaces for PE

Central to our recent £33m redevelopment project, the College boasts some of the finest sports facilities of any school regionally or nationally. The Winn building contains a sports hall capable of accommodating indoor hockey, a FINA certified swimming pool, squash courts, fitness suite, multi-purpose dance studio and changing village. Outdoor spaces abound including two astroturf pitches and pitches for rugby, cricket and football. In addition, there are hard surfaces for tennis, netball and fives. The LTA Devonshire Park International Tennis Centre is on our doorstep and the Royal Eastbourne Golf Club is just a short walk away.



# JOB DESCRIPTION

**Job Title:** Part-time Teacher of Physical Education (Maternity cover) (40-65% FTE)

**Responsible to:** The Head of PE

**Job Summary:** To teach PE to pupils of all abilities throughout the school

## .Duties and Responsibilities

### Academic

- a) To teach approximately 20 periods per timetable cycle in consultation with the Head of PE and the Deputy Head (Academic).
  - b) To prepare and teach lessons in accordance with programmes of study and schemes of work drawn up by the Head of PE.
  - c) To plan lessons such that there is variety, challenge and measurable progress in pupil learning.
  - d) To expect and promote the highest standards of pupil behaviour both in and out of the classroom.
  - e) To provide differentiated activities to ensure that learning is appropriate and accessible to all.
  - f) To set and mark prep in accordance with College and Department policy.
  - g) To keep up to date records of pupil progress, sanctions and rewards.
  - h) To contribute to the strategic development of the department.
  - i) To promote and support the wider work of the department through enrichment activities.
  - j) To make regular formative assessment of pupil progress through the eRC system as scheduled by the Deputy Head (Academic).
  - k) To attend INSET and seek opportunities for CPD in consultation with the Head of PE and the Head of Staff Development.
  - l) To attend parents' meetings and other academic events as requested by the Headmaster or other members of the Senior Management Team.
  - m) To assist in the setting and marking of internal examinations as requested by the Head of PE.
  - n) To assist in the marking and moderation of Non-Examined Assessment (NEA) as requested by the Head of PE.
  - o) To attend department meetings as requested by the Head of PE.
  - p) To attend staff meetings as requested by the Headmaster.
  - q) To carry out any other duties associated with the role as requested by the Headmaster or Senior Management Team.
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# JOB DESCRIPTION

## q) Pastoral

- a) To promote and uphold the College's core values both in and out of the classroom.
- b) To support the development of all pupils through the unspoken curriculum (the way pupils learn to treat each other and the way they are expected to behave).
- c) To be a tutor in a day or boarding house as directed by the Deputy Head (Pastoral).
- d) To act as tutor to a group of tutees as directed by the Hsm.
- e) To hold regular meetings with tutees to discuss academic progress and any pastoral issues.
- f) To discuss eRCs with tutees and comment as appropriate.
- g) To support the Hsm and House by attending house activities and events.
- h) To support tutees in their wider College lives.
- i) To attend chapel alongside tutees at weekly chapel services and any other school congregational events as requested by the Second Master.

## Co-curricular

- a) To play an active role supporting the games and activities programme as directed by the Deputy Head (Co-curriculum).
- b) To provide team /activity lists and carry out other administrative tasks as requested by the Deputy Head (Co-curricular) or the Director of Sport.
- c) To attend INSET and other training courses as appropriate.
- d) To play a role supporting either the CCF or S@S programme.



# JOB DESCRIPTION

## **Safeguarding**

- The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact will be to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy Statement and staff code of conduct at all times.
- If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School they must report any concerns to the School's Designated Safeguarding Lead or, if they are the School's DSL, to the Headmaster and relevant agencies.

In making the appointment the Headmaster will have regard to the experience and potential specifically exhibited by candidates. The exact delineation of responsibilities will be determined by the strengths and interests of the appointee.

This job description may be altered to meet changing educational context at the discretion of the College.

# PERSON SPECIFICATION

Applicants should be able to demonstrate the following

Attribute	Essential	Desirable
Education and Training	<ul style="list-style-type: none"> <li>• Educated to good degree standard (or equivalent) in Physical Education or a closely related discipline.</li> <li>• Teaching qualification</li> <li>• Evidence of continuous personal and/or professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Post-graduate degree.</li> </ul>
Knowledge and Experience	<ul style="list-style-type: none"> <li>• An understanding of GCSE and A-level PE and its importance in the school curriculum</li> <li>• Involvement in, and support for, co-curricular activities relevant to the College</li> </ul>	<ul style="list-style-type: none"> <li>• Schools experience</li> <li>• Experience of working in a boarding/residential environment</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• Excellent communication and listening skills</li> <li>• Strong organisational and administrative skills</li> <li>• A high level of ICT competency</li> <li>• An inclusive manner and the ability to work in a team</li> <li>• The ability to interpret quantitative and qualitative feedback; to monitor and evaluate</li> </ul>	
Personal Qualities	<ul style="list-style-type: none"> <li>• A belief in the College's core values and the determination to uphold them</li> <li>• An ability to set deadlines, meet them and manage expectation against them</li> <li>• An ability to build, foster and sustain positive relationships with all in the College community</li> <li>• Patience, compassion, courage, resolve and objectivity</li> <li>• Dedication, loyalty, commitment and positivity</li> <li>• Capacity for hard work</li> <li>• Being a positive role model for all in the College community by virtue of approachability, personal conduct and standards of expectation</li> </ul>	



# INFORMATION



## SALARY AND CONDITIONS

The College has its own salary scale and the successful applicant will be remunerated at a level representing their qualifications, skills and experience.

All appointments are made subject to a satisfactory medical disclosure, an enhanced check with the DBS and any other pre-employment checks deemed necessary by the College.

The College is a non-smoking establishment and an equal opportunities employer.



## SAFEGUARDING STATEMENT

Eastbourne College (Incorporated) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The appointment is subject to an enhanced DBS check, pre-employment medical questionnaire and positive references.

The post is exempt from the Rehabilitation of Offenders Act 1974 and the Charity is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.



## EQUALITY STATEMENT

Eastbourne College (Incorporated) welcomes applications from all sectors of the community as we aspire to attract staff that match the social and cultural diversity of our pupil intake. We consider the most important factor to be the right skills, abilities and attitude for the job which will ultimately improve the well-being and education of the pupils.



## HOW TO APPLY

To apply, please visit <https://www.eastbourne-college.co.uk/contact/eastbourne-college-vacancies> and click the **Apply Now** button to complete the required application form.

A letter of application (addressed to the Headmaster), evidencing your suitability for the post against the job description and person specification described above, and an up-to-date CV should be uploaded with this online application form.

Please provide contact details of referees, from whom we will request references should you be shortlisted for the post.

- One referee must be your current or most recent employer (for teachers this means your head, or a line manager's reference countersigned by the head).
- Where you are not currently working with children, but have done so in the past, one referee must be from the employer by whom you were most recently employed in work with children.
- Please note, references will not be accepted from relatives or from referees writing solely in the capacity of friends or current employees of Eastbourne College or St. Andrew's Prep.
- Referees will be asked about whether you have been the subject of any safeguarding concerns.
- Referees should be a senior person with the appropriate authority.

For further information please contact [hr@eastbourne-college.co.uk](mailto:hr@eastbourne-college.co.uk)

All applications must be received by **noon on Wednesday 19 June 2024**.



## POSTSCRIPT

There are many attractions to teaching at Eastbourne College, not least its location on the south coast in on the sunniest parts of the country.

The College provides a safe, urban environment in an attractive part of a peaceful town where pupils have easy access to shops, cinemas, and theatres at appropriate times, and this strengthens the boarding experience. The railway station is close, with easy travel to Gatwick (one hour) and London (under 90 minutes). The beach and sea are a five-minute walk away and the South Downs (the newest National Park) are literally on our doorstep.

The school is a strikingly happy, cohesive and coherent community. We look forward to meeting you.