|  |  |
| --- | --- |
| **Job Description** | |
| **Job Title:** | PE Apprentice |
| **Responsible to:** | Head Teacher |
| **Place of Work:** | Woodlea Primary School |
| **Hours:** | 37 hrs, 8:30 a.m. - 4:30 p.m., Monday to Friday each week. (Term- time) |
| **Grade:** | NMW for Apprenticeships. The current National Minimum Wage (NMW) rate for apprentices is £4.30 per hour. This applies to apprentices aged 16-18 and those aged over 19 in the first year of their Apprenticeship. For all other apprentices the National Minimum wage appropriate to their age applies. |
| As a School Sports Apprentice you will be required to demonstrate a commitment to undertake 20% off the job training alongside your role in school and to act in accordance with the school’s ethos, policies and practices, under the direction of the Head Teacher. | |
| **Duties and Responsibilities** | |
| **Main purposes of the job:**  • To work under the guidance of the PE co-ordinator in the planning and implementation of Physical Activity work programmes with individuals or groups of pupils or the whole class to promote engagement in practical participation.  • To provide general support to class teachers in the delivery of physical activity and school sport. As PE sessions are timetabled each afternoon, you will also have the opportunity to provide general support to class teachers in the delivery of other areas of the curriculum.  • To assist and work with the teacher in planning and adapting sessions and activities.  • To work alongside the teacher to promote the inclusion of all pupils, ensuring they have equal opportunities to learn and develop.  • As a staff member to be responsible for promoting and safeguarding the welfare of children and young people within the school.  **Main responsibilities and tasks**  1. To support working relationship with the pupils, acting as role model and setting high expectations.  2. To support pupils learning through leading pre-planned sport or physical activity sessions and provide general support for other areas of the curriculum.  3. To support and assist in activities within school hours, encouraging more young people to take part in daily activity.  4. To shadow and support school staff at extra-curricular events to further develop knowledge, skills and behaviours related to the delivery of Physical Activities.  5. To encourage pupils to interact and work co-operatively, ensuring all pupils are engaged in activities.  6. To work closely with the teacher to assist in the planning, development and delivery of physical activity and health and well-being dedicated projects.  7. To work closely and support the teacher with administrative tasks related to organisation of sporting events.  8. To work closely with teacher to support and deliver school focused health and well-being projects for targeted young people.  9. Provide general support to the class teacher for other areas of the curriculum as required.  10. To comply with and assist with the all school policies and procedures, reporting concerns to the relevant person.  11. During school time to attend relevant meetings and participate in training opportunities and professional development as required for the duration and completion of the Apprenticeship.  12. To assist with the general pastoral care of pupils, including helping pupils who are unwell, distressed or unsettled. | |
| For the Apprentice: | |
| Your experiences throughout the duration of your apprenticeship will involve 20% off-the-job training that will develop your knowledge, skills and behaviours to enable you to deliver your role responsibilities in a safe and effective manner. Examples of such training include:  1. Shadowing staff at after school events to develop your role as a PE Apprentice.  2. Officiating alongside a mentor at after school events to gain experience and knowledge of competitive sports.  3. Shadowing, supporting out -side of school hours activity clubs  4. Learning how to deliver physical health and activity projects out- side of school hours  5. Attending meetings alongside experienced staff outside of school hours  6. Attending training delivered by Go Well and Sporting Futures  7. Volunteering within the wider School Sport Network to gain additional KSB’s such as County Sports Partnerships | |