

JOB DESCRIPTION

POST TITLE:

KS4 Coordinator – PE Examination Subject

PURPOSE:

- Responsible for the delivery of AQA theory exams and the collation of practical evidence.
- Oversee the delivery of the KS4 core curriculum

REPORTING TO:

- Head of Faculty
- Senior Leadership Team

KEY TASKS:

- Lead the delivery of AQA PE theory curriculum for KS4 students.
- Coordinate and manage the collation of practical evidence for assessments.
- Develop and implement engaging lesson plans that meet AQA standards.
- Coordinate with faculty staff for assessment and submission deadlines
- Run and attend after school enrichment
- Stimulate an ongoing debate regarding effective teaching and learning styles and initiate appropriate responses by faculty members within the key stage.
- Work with Faculty colleagues to prepare and revise schemes of work.
- Assist the Leadership colleagues with the monitoring of teaching and learning in the key stage.
- Provide support to record, monitor, and improve the performance of pupils within the key stage.
- Maintain stocks of resources and select and purchase new resources.
- Support the ownership of the Faculty teaching areas in the key stage, ensuring that they are safe and attractive learning environments.
- Ensure that there is effective liaison between adjacent key stages to maintain continuity of progress for pupils
- Attend curriculum meetings
- Implementation of the school's Behaviour Policy in the appropriate key stage.