



Job title	Sports Coach and Mentor
Salary Scale	Instructor grade 1-3 (£25758 - £30744 – subject to experience/qualifications)
Responsible to	Headteacher, Deputy Headteacher
Responsible for	Supporting Learning and Teaching
Line managed by	SENDCO

Purpose of Job

To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes and to enhance the children's sports experience and skills. Deliver high quality PE to support within and beyond the curriculum. To enable access to learning for pupils and to assist the teacher in the management of pupils in and outside of the classroom. Be a proactive member of the safeguarding team. To encourage, enthuse and inspire children in their aptitude for sporting activities ensuring they are all achieving. Provide support in addressing the needs of pupils who need particular help to overcome barriers to learning and social inclusion.

Responsibilities

Sports coach responsibilities:

- Deliver structured, engaging, and safe sports coaching sessions across various sports within the school curriculum.
- Tailor coaching methods to suit the needs of different age groups, abilities, and SEN pupils, ensuring that each participant can develop at their own pace.
- Teach and demonstrate fundamental sports skills, techniques, and strategies to participants.
- Ensure all sessions are well-planned, with clear objectives and progression targets.
- Plan and deliver a wide range of sporting afterschool clubs across the whole school, ensuring the needs of all age groups and abilities are met.

Mentoring Responsibilities:

- Provide tailored support for students who are struggling with learning, focusing on specific academic challenges.
- Work with teachers to identify areas where students need additional support, providing one to one or small group interventions.
- Work closely with teachers, LSA's, and other staff to ensure that students receive a holistic approach to support.
- Liaise with parents and caregivers, providing updates on student progress and by offering advice on how they can further support their child's emotional development at home.
- Refer students to external agencies or professionals (e.g., educational psychologists, mental health services) when appropriate.
- Follow the school's safeguarding policies and procedures, reporting any concerns related to a child's welfare or safety.

To support pupils:

- Offer guidance on personal issues that may be impacting academic progress, such as self-esteem, motivation, and relationships.
- Provide a safe and supportive space for students to discuss concerns and challenges.
- Promote positive behaviours and emotional well-being through mentoring, helping students to build resilience and confidence.
- Support students in developing strategies for managing anxiety, stress, anger, or other emotional difficulties.
- Regularly assess the effectiveness of the support provided, adjusting strategies as needed to meet student needs.
- Provide feedback and reports to senior staff, teachers, and parents as required.
- Regularly monitor the effectiveness of interventions, adjusting strategies where needed to ensure positive outcomes.
- Provide reports or feedback to the SENCO, teachers, and parents on students' emotional progress and development.
- Work closely with teachers, staff, and other sports coaches to integrate sports programs with broader educational and extra-curricular activities.
- Communicate effectively with parents or guardians, keeping them informed about their child's progress and any upcoming events or tournaments.

To support the School:

- Be aware of and comply with all policies and procedures specifically those relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.
- Contribute to the overall ethos/work/aims of the school, particularly the Rights Respecting agenda.
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support wellbeing, safety, achievement and progress of pupils.
- Appreciate and support the role of other professionals.
- Assist with the planning and logistics of sports events, tournaments, and matches with the PE Lead.
- Ensure that all necessary paperwork (e.g., parental consent forms, accident reports, risk assessments) are completed and stored securely.
- Attend and participate in relevant safeguarding and other meetings as required.
- Administer first aid
- Participate in training and other learning activities and performance development as required.
- Recognise own strengths and areas of expertise and use these to advise, support and assist in the training of others.
- Assist with the supervision of pupils out of lesson times.
- Supervise pupils on visits, trips and out of school activities as required.
- Organise and be responsible for alternative learning areas in the school (e.g. the Rainbow/Sunshine Rooms) to ensure best use.
- Contribute to the overall ethos/work/aims of the school
- Undertake school training as required
- Undertake any additional tasks delegated by the Headteacher that fall within the scope of the role.