



# Head of Academic PE Application Pack



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# About us

Gosfield School was established at Cut Hedge Park in 1929 when the daughter of the textile manufacturer, George Courtauld purchased the land and buildings from the executors of her late father's estate.

Constance Cicely Courtauld started a Senior Boy's Boarding School the same year, with students relocating from Leigh Hall School in Southend. In 1944, Cicely gifted the School and estate to Headmaster John Turner who continued the work started by Cicely. In 1967, the School became a charitable trust and in 1986, the School became co-educational.

A Prep School was opened in 1989 and we welcomed our first Sixth Form students in 1994. In 2006, Gosfield School Ltd purchased the freehold of the estate and buildings from the Turner family. In 2015, we opened Meadow Court, a purpose built Prep School, which is home to a Nursery, Reception Class up to Year 5, within the grounds of our 110 acre estate. We continue to develop and upgrade our infrastructure, we opened our Forest School and Cricket Pavilion in May 2017. Our Cricket Academy welcomed its first Scholars in Summer 2018, we opened our new Design Technology workshop in January 2019 and undertook the design led redecoration of the Manor House. The construction of our new Performing Arts Centre was opened by Denise van Outen in May 2023.

We are committed to the development of our young people in an environment where all students feel valued and are able to achieve excellence in all aspects of life. We have non-academic entry criteria and consistently achieve outstanding outcomes when compared to Schools with academic entry criteria. Cicely's founding principles for the School were to create a family environment in which young people would flourish and we remain faithful to those principles today.

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# Our Principal

## **Mr Rod Jackson**

Mr Jackson became Principal of Gosfield School in September 2021. He has a wealth of experience, having spent more than 30 years working in Independent Schools in Africa, Australia and the United Kingdom. He is a passionate promoter of an entirely holistic approach to learning, in which a rigorous approach to academic education, an outstanding programme of extra-curricular opportunities, alongside excellent pastoral care and personal development combine to create a world class educational experience for each child. Mr Jackson believes that it is essential not only that we educate our students to be global citizens but that we ensure they have the skills and the desire to change the world for the better, as future leaders.

Before joining Gosfield, Mr Jackson served as Head of The International Community School in Marylebone and prior to that he was Head of Secondary at The King Alfred School in Hampstead, earlier leadership roles include Head of Classics at Cranleigh School and Senior Housemaster at Aldenham School. Mr Jackson holds a BA (Hons) degree in Classics from the University of Adelaide and a MEd from the University of Cambridge.



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# PE at Gosfield School

## Organisation

It would be advantageous if the Teacher of PE is able to teach Football, Rugby and Cricket at Gosfield School, at both the Senior and Prep Schools. This position is suitable for all, including ECTs. The successful candidate will join a department of five full time members of staff, one part time, one Cricket Coach and two volunteers.

## Recent Successes/Our Sporting Pedigree

Embedded in the ethos of sport is an encouraging and nurturing environment that rewards and applauds participation, personal achievements and representation at all levels, both internally and externally.

### **Gosfield has a proud record of this and has included:**

- Selection for regional, county and university-based development squads in several curriculum sports including Football, Rugby, Dance, Hockey, Cricket, Golf, Equestrian, Swimming, and Netball.
- Personalised support programmes for individuals who represent wider sporting activities at elite level. Recent examples include Hockey, Rugby, Football, and Equestrian and Sailing.
- Good progress in local, county, regional and national competitions.
- Frequent wider sports ventures and competitions ranging from tours to St George's Park, Lords and Holland, with France in October 2024 and Malta in October 2025.
- Wide breadth and strength of House competitions, external fixtures and opponents facilitated by excellent participation and inclusivity levels.

## Excellent Facilities

To complement the numerous outdoor grass pitches within our grounds, we have many purpose-built facilities, including an all-weather astroturf pitch. We have indoor and outdoor Cricket nets. The Sports Centre comprises a good-sized indoor hall with four Badminton courts and changing rooms for both indoor and outdoor activities. The Prep School shares the use of the sports hall, astroturf pitch and grass pitches.

## Broad and Balanced Curriculum

The PE and Games curriculum is broad and balanced with one PE lesson a week for Reception to Year 2, one PE lesson and one double Games lesson a week for Year 3 – 9 students and a double Games session for years 10-12. Single sex PE is taught throughout the school, with a full programme for Reception to Year 9 within the timetable. Invasion Games, Gymnastics, Racquet Sports, Striking and Fielding, Rounders and Athletics are a major focus of the Prep School PE curriculum.

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Health-Related Fitness, Basketball, Badminton, Handball and Athletics are major foci of the Senior School PE Curriculum. There is an annual Cross-Country event and athletics-based sports days held at Gosfield School. The PE department offers GCSE PE at year 10 and 11 and A Level PE at year 12 and 13. The major games for girls are Hockey in the Autumn term, Netball in the spring term and Cricket in the Summer term. In the last three years, we have introduced girls' Cricket as an extra-curricular activity (including competitive matches) at the Prep and Senior Schools. Boys play Rugby Union in the Spring and Football in the Autumn term and Cricket in the Summer term. We have regular sporting fixtures in the main sports of Football, Hockey, Netball, Rugby, and Cricket and have some fixtures in the minor sports of Athletics, Cross-Country, Badminton, Dodgeball, Handball, and Basketball. Some pupils have enjoyed success at county level, with several pupils enjoying regional and international success in sports as diverse as Equestrian, Dance and Sailing, in recent times.

### **Sporting Ethos**

Our emphasis is on sport for all, with the aim that every pupil leaves Gosfield with a sporting passion that they will continue into their adult life. For many, this will be recreational sport but for others this will be competitive sport at representative, even elite level and we actively facilitate the development of the physical skills and mental attributes that are crucial to top-level participation. Just as importantly, we encourage all pupils to recognise the importance of physical activity in maintaining their physical and mental wellbeing and to embrace at least one of the wide range of options on offer.



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## **Head of Academic PE**

We are seeking to appoint an excellent inspirational, dynamic and highly skilled teacher to join our school and lead our successful PE Department to teach at key stage 3, 4 and 5. This is an exceptional opportunity for an ambitious teacher with a passion for Sport and a proven track record of raising standards. You will play a pivotal role in shaping the strategic direction of the department and ensuring outstanding outcomes for all students. The successful candidate will be a leader responsible for the day-to-day management and academic standards of a PE Department in the school. This role involves both people management (such as staff development and performance) and operational duties like curriculum planning, assessment, and monitoring student progress. They should be hard working, passionate about teaching and determined to make a difference to the lives of all our students. Staff are proud to work here and feel supported to develop professionally. Our aim is to cultivate a community where all students and staff can achieve happiness, excellence and success. If you care about all students having access to a high-quality education and want an opportunity to develop and grow as a professional in an aspirational but supportive environment, then come and join us at Gosfield School. Gosfield School were the proud winners of the ISA Award for Outstanding Sport (Large School) in 2024 and Cricket U17 Plate National Winners 2025.

In addition to the Teacher Job Description, the Head of Department/Subject Co-ordinator has the following responsibilities:

1. To be responsible for the support and academic development of pupils within the department
2. To be responsible for the delivery of the Cambridge Technicals Sport and Physical Activity Level 3 and GCSE PE
3. To prepare documents and report to The Moderator twice a year in line with Level 3 requirements
4. To remain up to date with all Level 3 and GCSE PE strategies
5. To have experience in delivery and assessment of BTEC or Technicals Level 3 Course
6. In consultation with other members of the department to be responsible for producing an annual Academic Development Plan which;
  - Clearly identifies targets for the department consistent with the Whole School Development Plan
  - Clearly identifies professional development requirements
7. To be responsible for ensuring that resources, both human and physical, within the department are used to enhance the effectiveness of teaching and learning. To engage in such Quality Assurance procedures required to monitor and develop the quality of teaching and learning within the department
8. Curriculum and Co-Curricular
  - To have expertise in one, if not two of Football, Rugby or Cricket
  - To be responsible for preparing teaching materials, curriculum outlines and schemes of work appropriate for implementing of GCSE and Cambridge Technicals Sport and Physical Activity Level 3 (2 A Level)
  - To identify knowledge, skills and understanding appropriate to the department which contributes to the overall learning experience of pupils
  - To determine how such knowledge, skills and understanding might develop through the academic curriculum
  - To ensure that pupils acquire knowledge, skills and understanding progressively and at an appropriate pace

- To be responsible for ensuring that the department has prepared teaching materials and schemes of work appropriate for implementing the Academic curriculum
- To ensure the appropriate differentiation of the curriculum to meet the needs of all levels of pupil ability, including Able, Gifted and Talented
- In consultation with other Department Heads, to contribute to the development of relevant cross-curricular themes and other opportunities for extending the work of the department outside the classroom (e.g. projects, primary liaison)
- To promote the spiritual and moral development of pupils
- To ensure appropriate guidance and assistance is sought in order to meet pupils' Special Learning needs
- To support Form Tutors by drawing to their attention those pupils who are consistently underachieving and are not responding to the department's learning strategies
- To be responsible for the production/upkeep of a academic part of the handbook
- To be responsible for promoting the department through displays, publicity materials for the media, parents etc
- To represent the department at parent information and consultation evenings
- To ensure our outstanding programme of clubs, activities and trips continue

#### 9. Assessment

- To be responsible for developing appropriate assessment recording and reporting policies within the department which meet whole school requirements
- To be responsible for implementing whole school policies relating to the effectiveness of learning across the department
- To be responsible for ensuring that the highest standards of teaching and learning take place in the department
- To be responsible for the appropriateness and implementation of teaching and revision strategies which adequately prepare pupils for internal tests and public examinations
- To be able to review assessment outcomes and data and use these to support action planning and interventions for the future

#### 10. Management

- To be responsible to the Director of Sport
- To attend Heads of Department meetings
- To be responsible for convening regular meetings of the department if appropriate, to allow for full discussion of pertinent issues, standing agenda items and an appreciation of the various tasks that need to be completed
- To involve staff in taking responsibility for aspects of the department's development plan and provide appropriate advice and assistance
- To ensure that staff are aware of their professional responsibilities and uphold the policies of the school
- To be aware of the needs and skills of staff within the department and seek ways to enhance their professional development



11. Behaviour

- To encourage pupils to follow the school's Code of Conduct in order that they develop self esteem, self discipline and respond accordingly
- To be responsible, with members of the department, for monitoring the conduct of pupils and take action in consultation with the appropriate Form Tutor

12. Attendance

To be responsible with members of the department for recording and monitoring the attendance and punctuality of pupils within class group

13. Equal Opportunities

To be active and alert in ensuring that all pupils, irrespective of gender, sexual orientation and cultural background, enjoy equal access to a broad and balanced curriculum which enables them to achieve good standards and to be involved in designing materials which facilitate this.

14. Community

- To develop strategies which enhance the positive relationship between the school and parents and local community.
- To foster and support extra-curricular activities in the interests of the school community, e.g. school concerts, plays, sports fixtures, etc.

15. Personal Targets

These will be agreed upon every year and reviewed on a regular basis.

**Wider Responsibilities:**

- Being responsible for personal development through the appraisal system and CPD and keeping abreast of developments in the PE curriculum.
- Being cognisant of, and having empathy with, the aims and objectives of the School.
- Participating in 'standard' occasions, e.g. Speech Day, Open Day and Parents' Evenings, meetings, INSET, assemblies etc.
- Undertaking any other reasonable and relevant duties in accordance with the changing needs of the School.

**GENERAL RESPONSIBILITIES:**

Health and Safety You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with, and adhere to the School's Health and Safety Policy.

*Note: The duties and responsibilities of this post may vary from time to time according to the changing needs of the school. This job description may be reviewed at the reasonable discretion of the Principal in the light of those changing requirements and in consultation with the postholder. In any event, the Principal reserves the right to review and amend the job description.*





## How to apply

Download an Application Form from our website [[www.gosfieldschool.org.uk](http://www.gosfieldschool.org.uk)] and send together with a covering letter to Mrs Sara Bowles, EA to the Principal: [recruitment@gosfieldschool.org.uk](mailto:recruitment@gosfieldschool.org.uk)

Deadline for applications: noon Thursday 12th February 2026

Interviews: 25th February 2026

Start Date: September 2026

***\*Please Note to avoid disappointment applicants are encouraged to apply prior to the deadline as we reserve the right to consider applications as they are received and to appoint prior to the deadline.***

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