



APPLICATION PACK  
FOR THE POST OF  
**HEAD OF PE**





## CHEAM | Overview

Cheam is a wonderful co-educational prep school on the Berkshire/Hampshire border. The school is situated in a stunning rural location ten minutes from Newbury and fifteen minutes from Basingstoke, just off the A339. It is surrounded by smaller towns and villages from which it draws many of its pupils.

Cheam was founded in 1645 and is one of the oldest prep schools in the world. Cheam is an IAPS boarding and day school with some 375 pupils, boys, and girls. Cheam prides itself on its excellent all-round record academically, musically, artistically and on the sports field. The facilities are outstanding. On completing their life at Cheam, children move on to the top Public Schools in England, including Eton, Wellington, Marlborough, Radley, Harrow, Winchester, Bradfield and St. Mary's Calne. The school is non-selective yet achieves consistently high standards academically.

## Head of PE

An outstanding opportunity has arisen to join the team as a full time and inspirational PE teacher to lead the department.

This post will play a vital role in one of the strongest departments within the school. The successful candidate will be responsible for helping to lead, organise and develop the teaching of PE throughout the school. We expect the successful candidate to inspire the pupils and to help evolve the department. The appointee will be passionate, enthusiastic, flexible and fully dedicated to supporting and promoting both PE and Sport in the wider context throughout the school. The department currently has a wealth of experience and ability on which to draw. Cheam has an enviable sporting reputation, with children competing at a national level on a regular basis. We very much hope that the right person will be a part of shaping our future sporting landscape and success.

## JOB DESCRIPTION



We are looking for someone with an excellent understanding of best practice in the teaching of PE across more than one key stage. The successful candidate will have excellent leadership, organisation, prioritisation, ICT and communication skills. As well as teaching PE across the key stages, they will be expected to contribute meaningfully to the Games and Co-Curricular programmes. We expect candidates to be secure in the teaching of Gymnastics and, hopefully, Dance in order to further our provision.

They will be responsible to the Director of Sport for ensuring the PE equipment is maintained and will oversee the ordering of any new equipment as and when necessary.

### The Head of PE will:

- teach PE throughout the school, planning, developing and delivering excellent lessons
- monitor and assess the children's progress
- help develop the curriculum to allow it to move forward in terms of diversity and provision
- ensure good levels of communication with the whole community (colleagues, parents, pupils, Grounds staff)
- be responsible to the Director of Sport for the standard of teaching of the subject
- have a desire to drive our extra curriculum sport and be very competent in at least two of our major sports (Hockey, Football, Netball, Rugby & Cricket)
- be an active participant in our sports tour programme
- be responsible for the close scrutiny of performance within the department
- monitor, assess and appraise the quality of learning within the classes, recording and using data to aid future development
- take ownership of ensuring the development of the pupils and the department
- manage and produce a budget annually
- oversee the organisation of minor sports within the school

## JOB DESCRIPTION



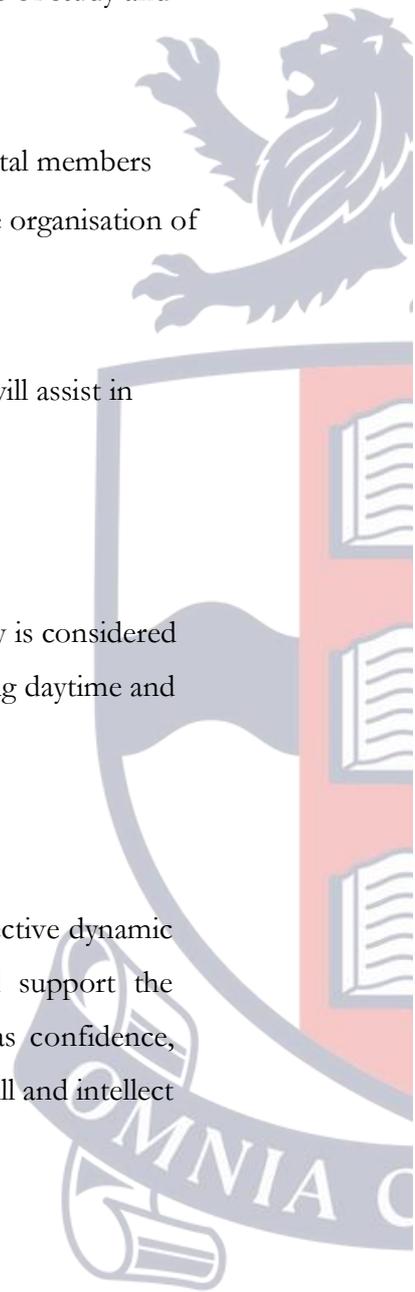
- prepare appropriate wall displays
- attend appropriate fixtures and sporting events as required by the school
- innovate and develop ways in which to champion PE within the whole school
- oversee and implement an effective and creative Scheme of Work for the subject
- organise Departmental Meetings when required and supply programmes of study and other such documents
- attend Heads of Department meetings as required
- attend relevant courses and suggest appropriate ones for the departmental members
- become involved in promoting the subject throughout the school in the organisation of suitable trips and excursions, and through other initiatives
- report to parents through the school's usual procedures
- ensure the safeguarding and personal care of all children in the school will assist in completing an annual review of the school's sport provision

### Other Responsibilities

A willingness to contribute to the life of the school beyond the usual school day is considered essential. There is an appropriate level of duties, in line with other staff including daytime and evening duties.

### Teaching at Cheam

It is expected that candidates for all teaching posts will support the strong collective dynamic and inspirational ethos of the educational philosophy of the school and support the community aims of our school life. We are looking for a candidate who has confidence, integrity, humility, fun and humour and is happy to give their time, expertise, skill and intellect to children and colleagues.



## Salary and Hours

Salary will be competitive, according to experience and qualifications.



This is a full time role. Full time staff work six days a week and are entitled to a half day off during the week. This usually begins at 11.30am and goes on through to the next morning.

## School Holidays | Days Off

School holidays are usually 3 weeks at Christmas, 3 weeks at Easter, 8 weeks in the summer, 1 week for February, May and October half terms. There are regular staff meetings and INSET days just before the start of each term and all staff are expected to attend these.

## BENEFITS

### LOCATION

Nestled in 100 acres of beautiful Berkshire countryside



### CAREER PROFESSIONAL DEVELOPMENT

including mentoring and a variety of training opportunities



### LUNCHES

Meals, snacks and refreshments provided



### GENEROUS PENSION SCHEME



### WELL-BEING

Focus on staff well-being, yoga classes, team socials and access to physio and counsellors



### FACILITIES

Use of school facilities when available



## WORKING AT CHEAM



Our staff are Cheam's greatest asset. From the inspiring and experienced teachers to the efficient and friendly support teams, everyone contributes to the special environment at Cheam. Cheam offers the brightest of learning environments. It is the perfect place for staff to thrive and grow.

“Having worked in a number of schools, when I found Cheam, it felt the most like home. The team, the amazing site and the positive, can-do attitudes are what makes it a great place to work and live.”

“The pupils who are happy, engaged, so well-mannered and keen to learn make coming to work something I genuinely look forward to.”

“The feeling of camaraderie amongst the staff and being part of the Team Cheam. It's a very special community.”

“It's a privilege to work in such a beautiful setting, with a brilliant group of colleagues who make coming to work worthwhile.”

### *Quotes from Staff Members*

- “The quality of the pupils academic and other achievements is excellent.”
- “Pupils throughout the school display extremely positive attitudes towards their learning.”
- “Pupils show highly developed knowledge and strong understanding and skills across their studies.”
- “Pupils are excellent communicators.”
- “The quality of the pupils personal development is excellent.”
- “Pupils show high levels of self-understanding and self confidence for their age.”
- “Pupils behave notably well and show respect and kindness towards others.”
- “Pupils have a strong understanding of how their decisions affect their development.”
- “Pupils are extremely socially aware and collaborate highly effectively across all areas of school life.” *Quotes from the ISI Inspection Report 2023*

See also:

[THE GOOD SCHOOLS GUIDE](#)

[MUDDY STILETTOS SCHOOLS REVIEW GUIDE](#)

## HOW TO APPLY & KEY DATES



- Candidates should complete the application form and equal opportunities form found on our website at [www.cheamschool.co.uk](http://www.cheamschool.co.uk) and provide a covering letter. Applications will not be accepted without a completed application form.
- Covering letters and application forms should be submitted by post to Cheam or online to Alexandra Fairman [headmasterspa@cheamschool.co.uk](mailto:headmasterspa@cheamschool.co.uk)

### Key Dates

Closing date for receipt of applications is **30<sup>th</sup> January 2024**.

Interviews will be held shortly afterwards although the school reserves the right to call someone to interview before the closing date.

**Start Date: September 2024**

Cheam School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.



