



DRAYTON MANOR HIGH SCHOOL



Parliamentary Review

Ambition

Character

Civic virtue

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WELCOME FROM THE HEAD

Dear Applicant

Thank you for the interest you have shown in the post of Head of Girls PE at Drayton Manor High School and welcome to our inspiring and exciting school that provides a truly exceptional education.

Drayton Manor is a heavily oversubscribed, diverse, vibrant and successful school with proud traditions and an excellent reputation. Our school motto of *'Nec Aspera Terrent - hardships do not deter us,'* is at the heart of our ethos and we live this vision every day in our work with our students and everything that we do. The school is a calm and purposeful place where good manners and good behaviour are considered essential. We have no doubt that this moral education and the way it is combined with academic expertise are key factors in our school's success.

Our teachers have excellent subject knowledge and are adept at not only preparing our students for examinations but for building their confidence so they are well prepared for their future lives, whatever their chosen path. We are very proud of our rich and wide curriculum which supports the growth and development of our student body and staff play an integral role in supporting this.

It is over 95 years since Drayton Manor opened in 1930 and we continue to build on the successes of the past to put the school in the best possible position for the next 95 years. Our school is a positive, welcoming and encouraging environment, which is a reflection of the outstanding contribution our staff members make to all aspects of our busy school life.

Drayton Manor recognise and value continued professional development. Deliberate Practice, Curriculum specific training and Instructional Coaching are at the heart of our pedagogical training model with every teacher having the opportunity to work one-to-one with a coach. Additionally, we have a legacy of developing educational leaders including supporting staff through a range of National Professional Qualifications. The successful candidate will be able to demonstrate an ongoing commitment to professional development in all areas of their practice.

We offer

- The opportunity to work for an organisation which is value-driven and places our students at the centre of everything we do
- The opportunity to work with fantastic students who are aspirational and driven to succeed
- Access to high quality CPD and support with career progression to Deputy Headship and Headship
- Flexible and remote working opportunities mapped onto each professional's calendar
- Access to a private health care and wellbeing support package
- Magnificent buildings and an attractive and harmonious working environment
- An exciting opportunity to be involved in shaping the future direction of the school

Candidates who have extremely high expectations and who are keen to take a full and active role in the life of the school are encouraged to apply. This role requires excellent communication skills, meticulous attention to detail and a firm commitment to upholding the ethos, values and expectations of the school.

As an inclusive employer we are seeking candidates from a range of backgrounds and invite you to visit our website, which offers further information about the school, or contact HR (hroffice@draytonmanorhighschool.co.uk) if you have any queries or would like to arrange a site visit.

Yours faithfully,



Mrs Lisa Mills

Headteacher



DRAYTON MANOR HIGH SCHOOL

JOB DESCRIPTION

JOB TITLE:	Head of Girls PE
FACULTY:	Physical Education
GRADE:	Band A2 – Band C plus Management Allowance (MA) 1 £45, 671 – £66, 023
RESPONSIBLE TO:	Head of PE Faculty

JOB PURPOSE: To lead, manage and co-ordinate the PE curriculum for girls

All staff have a responsibility for promoting and safeguarding the welfare of children and young people s/he is responsible for or comes into contact with

KEY TASKS:

- To liaise with the Head of Faculty, other Heads of Faculty/Departments and Year Heads to ensure that school policies are implemented.
- To lead and involve all Faculty staff in the development planning for girls PE.
- To champion girls PE and ensure there is a broad and engaging offer
- To ensure that the school is represented in a range of sports in female PE at a local, regional and national level
- To liaise with external organisations and individuals to ensure that students have access to the best coaches and facilities to give them the best chance of success
- To manage all aspects of the curriculum for girls to maximise student progress
- To ensure a wide and varied extra-curricular programme to engage as many students as possible
- To ensure participation in teams is representative of the whole school
- To utilise Assessment, Recording and Reporting information and student voice to inform and drive development

- To manage effectively and efficiently resources within the Faculty
- To contribute to the development of staff in accordance with whole school, Faculty and individual needs
- To represent their area as necessary, within the school and at meetings with governors, parents, inspectors, feeder schools, other secondary schools, etc
- To promote a purposeful, disciplined and thriving learning environment within the Faculty which aims to raise student expectations and self-esteem
- To oversee the implementation and further development of an extensive programme of extracurricular sporting activities, clubs, teams and fixtures
- To ensure the highest levels of participation in physical and sporting activity both in the curriculum and in additional activities
- To develop student sports leaders and coaches
- To oversee the support of students to help them perform sports at the highest standard, including local, regionally and nationally
- To contribute to self-review, evaluation and improvement planning
- All staff have a responsibility for promoting and safeguarding the welfare of children and young people s/he is responsible for or comes into contact with



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PERSON SPECIFICATION

POST TITLE: Head of Girls PE

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	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Relevant Degree • Qualified Teacher status • PGCE or equivalent 	<ul style="list-style-type: none"> • MA or equivalent • Recent INSET in PE • BFT Trampoline Coaches Award • Relevant Coaching Awards
Experience	<ul style="list-style-type: none"> • Successful teaching experience in PE to all ages and ability groups • Evidence of administrative experience with a faculty • Ability to develop a curriculum which is sensitive to the needs of all students 	<ul style="list-style-type: none"> • Experience of developing the Maths curriculum • A post of responsibility within Maths
Ability/Skills	<ul style="list-style-type: none"> • Ability to work with staff to improve the quality of teaching • Imaginative and able teacher with ability to relate well to students • A good communicator • Ability to liaise successfully with parents • To manage and be responsible for the efficient and effective use of faculty resources • Ability to coach a sport to a high level • Ability to professionally mentor and develop faculty staff in PE • Ability to develop a broad PE offer for girls • Ability to coordinate and oversee implementation of a programme of sporting fixtures, teams and clubs • Excellent IT skills 	<ul style="list-style-type: none"> • Experience of running sport and team activities as a part of a House system aligned with the ethos of a school • Experience of developing student sport coaches and developing student leadership
Equal Opportunities	<ul style="list-style-type: none"> • Awareness of and commitment to equal opportunities 	

	<ul style="list-style-type: none"> • Ability to promote and support the school's Equal Opportunities Policy 	
Safeguarding	<ul style="list-style-type: none"> • Commitment to safeguarding and promoting the welfare of children and young people 	
Disposition	<ul style="list-style-type: none"> • Ability to work hard with competing deadlines, prioritising appropriately, and maintaining good humour • To be interested in children as individuals, in how they learn and be committed to the comprehensive ideal • To believe in the importance of team work and a collaborative approach, and be able to build supportive working relationships with colleagues both within and outside the faculty • Evidence of commitment to and understanding of collective responsibility • Evidence of commitment to a wider sports curriculum to support the ethos of the school • Desire to support students achieving high standards in sports at both local and national level • A willingness to initiate curriculum innovation 	

EMPLOYEE BENEFITS



STAFF PRIVATE HEALTHCARE

All Staff have access to Private Healthcare Membership at no cost



PROFESSIONAL DEVELOPMENT

Ample opportunity for professional development. Education Professionals never stop learning



CYCLE SCHEME

Salary sacrifice Cycle-to-work scheme available to all staff



PAID DUTIES & FREE MEAL

Free lunch provided for each paid duty carried out at £24.50/hour



COMMUTE TO WORK

Within walking distance of Hanwell & Drayton Green Rail Station and accessible by E1, E3 and E11 buses & Elizabeth Line



WORKING HOURS & FLEXIBLE WORKING

Flexible and remote working opportunities are mapped onto each professional's calendar

THE APPLICATION PROCESS

Candidates should complete an application form describing how their skills, knowledge and experience match the job description and person specification for the post of Head of Girls PE.

This should be sent via email to hroffice@draytonmanorhighschool.co.uk to arrive by 12 noon, Tuesday 5 May 2026. You can download an application form [HERE](#).

We reserve the right to make an appointment before the closing date, so early applications are encouraged.

The closing date is 12 noon, Tuesday 5 May 2026.

Drayton Manor is committed to safeguarding and promoting the welfare of all children and young people. We recognise that this is an integral factor in recruitment and selection and is an essential part of creating safe environments for all children and young people. We expect all staff and volunteers to share this commitment. The successful applicant will be required to undergo enhanced child protection screening relevant to the post, including checks with past employers and the Disclosure and Barring Service (DBS).