



# BYRCHALL HIGH SCHOOL

## YOUR SCHOOL

## YOUR FUTURE

## YOUR COMMUNITY!



### CANDIDATE INFORMATION PACK

### FEMALE TEACHER OF PE

**FIXED TERM : 1<sup>st</sup> NOVEMBER - 31<sup>st</sup> AUGUST 2026**

**THINK SMART | LOOK SMART | BE SMART**



September 2005

Dear Applicant

***Your School, Your Future, Your Community!***

***Looking for a new challenge? Why not join us?***

**Female Teacher of PE - Fixed Term. MPS**

1<sup>st</sup> November 2025 – 31<sup>st</sup> August 2026

Thank you for your interest in this post. The successful applicant will be joining an established and hardworking team of professionals.

Please find enclosed the following documents:

- Job Description
- Information about the School
- Information about the PE Department
- Working for Makerfield Academy Trust
- Person Specification
- Further information regarding working within our Trust can be accessed by using the following video link <https://rb.gy/oovvr4>

Applications should be returned to the School Office via email to [delkin@byrchall.wigan.sch.uk](mailto:delkin@byrchall.wigan.sch.uk) by 9.00am Friday 10<sup>th</sup> October at the latest. **Applications will be reviewed upon receipt.**

If you have any questions about this post, or wish to visit the school, then please do not hesitate to contact Mrs C Smith, Deputy Headteacher at [csmith@byrchall.wigan.sch.uk](mailto:csmith@byrchall.wigan.sch.uk). We strongly encourage all prospective applicants to browse our social media channels which provide an insight into school life.

Yours sincerely,

**Mr P Paul**  
**Headteacher**

**Instagram:** @byrchall1588

**X:** @byrchall



## GENERAL INFORMATION

Formerly the Ashton Grammar School, Byrchall High School is now an 11-16 co-educational Comprehensive School of 1000 students. The school takes its name from Robert Byrchall, the original founder of the school in 1588.

The school is governed by the Makerfield Academy Trust, which is a charitable company. The members of the Trust agree its visions and values. The Board of Directors set the strategic direction of the organisation, ensure the vision and values are upheld and ensure financial probity. The school has a Local Governing Body who oversees the leadership and management of the school.

The current Byrchall High School is a modern, forward looking establishment. We aim to be at the forefront of teaching and learning developments and are highly committed to CPD. Our emphasis on learning and achievement is allied to a strong moral and ethical dimension that reflects our founding principles. The school was judged as 'Good' in all areas by OFSTED in September 2022. They noted that the school has high expectations of what pupils should achieve, and it has a clear and ambitious strategy for school improvement. It said the pupils behave well around the site and that they have positive attitudes to their education.

Byrchall High School has a truly comprehensive intake, ranging from students who will go on to study at top universities to those who require additional support. All students are valued equally. Byrchall High School has a strong academic record.

Our students participate and achieve in a wide range of academic competitions including Debating and Public Speaking, the UK Maths Challenge, The Big Book Quiz, Engineering and Stem Challenges.

The school is situated on a very pleasant site on the outskirts of the small town of Ashton-in-Makerfield in the Wigan Local Authority. The school is opposite Haydock Park Race Course and very close to the junction of the A580 and the M6 motorway; it is, therefore, easily accessible from any number of directions and within easy reach of Manchester and Liverpool. The school's substantial new build programme opened in September 2024. This includes new sports facilities, drama studios, classrooms, dining facilities, Learning Resource Centre, Administration offices, SEN suite and specialist teaching rooms for Science, ICT, Product Design, Food, Art and Music.





## WHY WORK AT BYRCHALL HIGH SCHOOL?

Working at Byrchall High School offers several compelling benefits and opportunities:

### **Modern Facilities**

**New Building:** The school recently moved into a brand new, state-of-the-art building, providing a modern and well-equipped environment for both teaching and learning.

### **Supportive Community**

**Collaborative Environment:** Byrchall High School fosters a supportive and collaborative atmosphere among staff, encouraging professional growth and teamwork.

**Professional Development:** The school is committed to the continuous professional development of its staff, offering various training and career advancement opportunities.

### **Student-Centred Approach**

**High Standards:** The school emphasises high standards of attainment and behaviour, creating a positive and focused learning environment.

**Diverse Curriculum:** Alongside core subjects, the school offers a wide range of courses, including Music, Drama, Food, Business, Graphics, Art, Product Design, Spanish, French, and Engineering

### **Extracurricular Opportunities**

**Rich Extracurricular Program:** Staff have the chance to engage with students beyond the classroom through various clubs, sports, and activities, fostering a well-rounded educational experience

### **Community Engagement**

**Local Impact:** Being part of the Wigan community, the school actively engages with local organisations and initiatives, providing staff with opportunities to make a meaningful impact in the community



## WORKING FOR MAKERFIELD ACADEMY TRUST

As the first Training School in the country Byrchall has a long rich tradition in providing high quality and bespoke professional development. The school takes great pride in the professional learning opportunities it offers staff at all levels. Joining Byrchall's learning community will provide you with full access to a well-established and forward-thinking network which strives to help you build a long and rewarding career across our Academy trust.

Byrchall is a strategic partner of the Generate Teaching School Hub and Learning Futures Teacher Training partnership. The Alliance works with a range of primary and secondary schools across Wigan to lead and deliver training and development. Whether you aspire to become a middle or senior leader, or the ambition to become an outstanding practitioner in your area of expertise, our Academy trust will provide you with unequalled access to a range of bespoke courses and qualifications. These courses include a suite of National Professional Qualifications (NPQs), Lead Practitioner (LP) and Expert mentoring. The academy trust takes a lead role in delivering these programmes across the partnership enabling our staff to gain accredited facilitator, expert mentor and coach status with some of the lead National educational providers. In addition, the academy trust oversees the development and provision for Early Career Teachers on behalf of the Local Authority accrediting body and takes a lead role in delivering the Early Career Framework enabling staff to gain relevant accreditation for facilitation and mentoring.

The Academy trust is proud of the close partnership it has with Edge Hill University providing access to a Masters Programme, Research Projects, the National SENCO award and a range of Level 6 & 7 accredited programmes. Some of our staff alumni have even progressed their career via this partnership going on to secure leadership roles within the Faculty of Education. In addition to these exceptional accredited programmes, the school leads Secondary Networks across each of the Subject Disciplines creating the opportunity to collaborate with teachers and leaders across Wigan, sharing up to date research, resources and working together to grow subject expertise, professional practice and personal development. This high impact model of professional development is replicated in school where all staff have protected timetabled time to meet. The trust actively encourages and organises best practice visits across all educational settings including primary, secondary, special and colleges sector.

Our aim is to help you achieve your ambitions more quickly. Our staff CPD programme is underpinned by the most recent and relevant educational research. The excitement of our new build will enable staff to continue to develop Modern and Innovative practice across all aspects of education. We have a highly experienced team of leaders, mentors and subject specialists, who are all committed to supporting your career and develop. We look forward to receiving your application and discussing your career aspirations further at interview.



## Team Byrchall – Sport for Life

This is a fantastic opportunity to join a high achieving, ambitious and supportive department that is viewed positively by students and other stakeholders within the school community. The PE curriculum is planned, resourced and delivered by a close-knit team of teachers:

Head of Department:

Miss H Nelson

Teacher of PE

Mr M Gregory

Teacher of PE

Mr J Holland

Teacher of PE

Mr C Johnson

Teacher of PE

Mr J Thomas

Teacher of PE:

Mrs O' Sullivan (Head of Year)

Teacher of PE:

Mr P Paul (Headteacher)

Teacher of PE / Dance:

Mrs K Johnson (Head of Year)

The department's philosophy is simple, it is to encourage participation and enjoyment of PE through a wide and varied programme of activities. These support the acquisition and development of knowledge, skills, personal wellbeing and an awareness of personal health issues. The department operates under the ethos of "Team Byrchall – Sport for Life" and hopes to encourage students of all abilities to lead an active and healthy lifestyle.

Currently in years 7/8 all students have 2 hours Core PE and access a wide range of activities including Outwitting Opponents, Athletic Activities, Dance Activities and Health and Fitness. During years 9, 10 and 11 students have 1 hour of Core PE, and are given the opportunity to deepen their knowledge and skills in the areas that are of most interest, through an options programme. All students select an indoor and outdoor game and a summer activity.

Within the optional KS4 curriculum (year 9-11), students can currently choose to study PE through GCSE Physical Education (OCR) & Cambridge National in Sports Science. Uptake on the courses is good.

All students are encouraged to participate in a rich, vibrant and extensive programme of extracurricular activities and opportunities. Applicants should have a strong commitment to offering extracurricular sport. Over recent years we have had considerable individual and team successes at area and county level.

Our new build, which opened in September 2024 offers our department state of the art sports facilities including:

- Full sized sports hall (catering for 4 badminton courts)
- Activity Studio





- Extensive playfields
- Outdoor multi-purpose hard court area
- All-weather Astro pitch

Teachers within the department are well supported and a true team ethic exists across the staff. All staff have access to a laptop, iPad and Apple TV to benefit teaching and learning; and ICT is well developed across the department. There are a wealth of opportunities for professional development and the department has one designated CPD lesson per week when all members meet, to work on new developments.

We believe that PE at Team Byrchall offers students a truly inspiring experience and opportunity. However, we are not complacent and wish to extend, enrich and broaden our current provision. We are always looking to improve and we wish to appoint an ambitious, enthusiastic and well qualified teacher to join us. If you believe that you have the drive, vision and skills to improve the outcomes of the learners in our community then we would like to hear from you. Our aspiration is that teaching, learning and achievement in PE will be consistently outstanding. In your letter of application please outline what this will look like and how you would make our aspirations a reality. Please feel free to indicate how your knowledge, skills and experiences to date equip you to fulfil this position.



## TEACHER OF PE - FEMALE

### 1. INTRODUCTION

#### MAIN PURPOSE

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).
- Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and support a designated curriculum area as appropriate.
- Monitor and support the overall progress and development of students as a teacher/ Form Tutor
- Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- Contribute to raising standards of student attainment.
- Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

#### Line Management

Reporting to - Head of Department

Responsible for - No line manager responsibility

#### Liaising With

Headteacher, Senior Leadership Team, teachers and support staff, LA representatives, external agencies and parents.

#### Salary Scale

Classroom Teachers' Pay Scale

#### Working Time

Full time as specified within the STPCD

#### DBS Disclosure Level

Enhanced





## 2. TEACHING

- 2.1 Teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.
- 2.2 Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- 2.3 Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- 2.4 Ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students
- 2.5 Undertake a designated programme of teaching.
- 2.6 Ensure a high quality learning experience for students which meets internal and external quality standards.
- 2.7 Prepare and update subject materials.
- 2.8 Use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- 2.9 Maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- 2.10 Undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- 2.11 Mark, grade and give written/verbal and diagnostic feedback as required.
- 2.12 Some teaching outside the PE Department may be required.

## 3. STRATEGIC/ OPERATIONAL PLANNING

- 3.1 Assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and department.
- 3.2 Contribute to the curriculum area and department's development plan and its implementation.
- 3.3 Plan and prepare courses and lessons.
- 3.4 Contribute to the whole school's planning activities.



## 4. CURRICULUM PROVISION

- 4.1 Assist the Head of Department, the Deputy Head Teaching & Learning, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.

## 5. CURRICULUM DEVELOPMENT

- 5.1 Assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives.

## 6. STAFFING

- 6.1 Take part in the school's staff development programme by participating in arrangements for further training and professional development.
- 6.2 Continue own professional development in the relevant areas including subject knowledge and teaching methods.
- 6.3 Engage actively in the performance management review process.
- 6.4 Ensure the effective/efficient deployment of classroom support
- 6.5 Work as a member of a designated team and to contribute positively to effective working relations within the school.

## 7. QUALITY ASSURANCE

- 7.1 Help to implement school quality procedures and to adhere to those.
- 7.2 Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- 7.3 Review from time to time methods of teaching and programmes of work.
- 7.4 Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.



## 8. MANAGEMENT INFORMATION

- 8.1 Maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.
- 8.2 Complete the relevant documentation to assist in the tracking of students.
- 8.3 Track student progress and use information to inform teaching and learning.

## 9. COMMUNICATIONS AND LIAISON

- 9.1 Communicate effectively with the parents of students as appropriate.
- 9.2 Where appropriate, communicate and co-operate with persons or bodies outside the school.
- 9.3 Follow agreed policies for communications in the school.
- 9.4 Take part in liaison activities such as parents evenings, review days and liaison events with partner schools.
- 9.5 Contribute to the development of effective subject links with external agencies.

## 10. MANAGEMENT OF RESOURCES

- 10.1 Contribute to the process of the ordering and allocation of equipment and materials.
- 10.2 Assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources.
- 10.3 Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the students.

## 11. PASTORAL SYSTEM

- 11.1 Be a Form Tutor to an assigned group of students.
- 11.2 Promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.
- 11.3 Liaise with a Pastoral Leader to ensure the implementation of the school's pastoral system.
- 11.4 Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- 11.5 Evaluate and monitor the progress of students and keep up-to-date student records as may be required.



- 11.6** Contribute to the preparation of action plans and progress files and other reports.
- 11.7** Alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- 11.8** Communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- 11.9** Contribute to PSHCE and citizenship and enterprise according to school policy
- 11.10** Apply the behaviour management systems so that effective learning can take place.

## **12. SCHOOL ETHOS**

- 12.1** Play a full part in the life of the school community, supporting its distinctive mission and ethos and encouraging staff and students to follow this example.
- 12.2** Support the school in meeting its legal requirements for worship.
- 12.3** Promote actively the school's corporate policies.
- 12.4** Comply with the school's health and safety policy and undertake risk assessments as appropriate.



## PERSON SPECIFICATION - FEMALE

### TEACHER OF PE (Fixed term)

QUALIFICATIONS AND PROFESSIONAL DEVELOPMENT	Essential	Desirable
Qualified Teacher Status	✓	
An Honours Degree		✓

KNOWLEDGE AND UNDERSTANDING	Essential	Desirable
Understanding of curriculum requirements for PE and requirements for assessment, recording and reporting of pupils' attainment and progress.	✓	
Cope securely with subject related questions pupils raise.	✓	
Understand how pupils' learning in the subject is affected by their physical, intellectual, emotional and social development. Developments in the National Curriculum / GCSE	✓	
Ability to use ICT effectively		✓
Experience of delivering exam level / qualifications in PE		✓

PLANNING; the ability to:	Essential	Desirable
Identify clear teaching objectives and content and specify how these will be taught and assessed.	✓	
Set tasks which challenge pupils and ensure high levels of pupil interest.	✓	
Set clear targets for pupils' learning.	✓	
Provide clear structures for lessons and for sequences of lessons, in the short, medium and longer term which maintain pace, motivation and challenge for pupils.	✓	
Make effective use of assessment information when planning.	✓	
Ensure effective coverage of examination syllabuses and NC programmes of study.	✓	



TEACHING AND CLASS MANAGEMENT; the ability to:	Essential	Desirable
Use teaching methods which sustain the momentum of pupils' work and keep all pupils engaged.	✓	
Monitor and intervene when teaching to ensure sound learning and discipline.	✓	
Set high standards of behaviour through well focused teaching and positive relationships.	✓	

MONITORING, ASSESSMENT, RECORDING, REPORTING; the ability to:	Essential	Desirable
Mark and/or monitor pupils' assigned classwork and homework providing constructive feedback and setting targets for pupil progress.	✓	
Assess and record each pupil's progress systematically.	✓	
Prepare and present information reports to parents.	✓	
Assess pupils against attainment targets.	✓	

OTHER PROFESSIONAL REQUIREMENTS	Essential	Desirable
Undertake duties as set out in the Teachers' Pay and Conditions document.	✓	
Understand teachers' legal liabilities and responsibilities.	✓	
Establish good relationships with colleagues.	✓	
Carry out their duties in accordance with guidance from their line manager.	✓	
Participate in Continued Professional Development.	✓	
Provide pastoral support as a Form Tutor	✓	