



# RECRUITMENT PACK

Head of Physical  
Education



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## WELCOME FROM DEBORAH WILLIAMS, HEADTEACHER

Dear Applicant,

Thank you for your interest in joining Blessed Trinity RC College I hope you find the information in this recruitment pack both informative and inspiring.

We believe that we are blessed by God with amazing children, dedicated staff and world class facilities. We are part of God's creative process, fulfilling the potential of each individual.

Our rigorous curriculum stretches our most able and supports the most vulnerable. The academic pathway prepares our pupils for the best universities.

We have extremely high standards regarding behaviour, uniform and attendance. We are a strict but happy community. Our parents appreciate the robust approach that we take to the small but important details of school life.

At Blessed Trinity, we provide a wealth of extra-curricular experiences to inspire our pupils. We have an outstanding record for sport at local, county and national level. Also the largest cohort in Burnley participating in the Duke of Edinburgh Award Scheme. Our pupils have amazing opportunities, by using our purpose built theatre, recording and dance studios to participate in the arts.

I am delighted that you are encouraged to join our optimistic and flourishing community.

We look forward to receiving your application.

Deborah Williams

## WELCOME FROM KEN TYSON, CHAIR OF THE BOARD OF GOVERNORS

Dear Applicant,

As Chair of Governors, I wish to extend a warm welcome to Blessed Trinity where faith and education come together to create a nurturing, creative and inspiring environment.

We are part of a family of schools within the Romero Catholic Academy Trust. Located on the outskirts of Burnley town centre, we are close to the countryside but within easy access to the motorway network.

Faith is very strong within the school community although we are welcoming to pupils of other or no faith, encouraging every pupil to join in our prayer life if they so wish.

We are very proud of the school and its sense of identity within the town and the Catholic community. We have developed close ties with our feeder primaries, whilst attracting pupils from across the town and further reaching areas such as West Yorkshire.

We offer a broad and balanced curriculum which, combined with faith being central to the school community, enables us to develop well rounded pupils when they leave to pursue their future careers. As a relatively new build school, we can offer our pupils excellent facilities including the designated sports facilities and a fully equipped school chapel.

Within the school of just over 1300 pupils (approximately 50% of Catholic faith), we have a cohesive SLT which is a well-established team, led by the Headteacher Mrs Williams. We welcome you into our school community where, in your role, you can help to shape the future aspirations and achievements of the school.

Yours faithfully,

Ken Tyson

# JOB ADVERT

## HEAD OF PHYSICAL EDUCATION

**PERMANENT**

**GRADE: MAIN PAY SCALE/UPPER PAY SCALE WITH A TLR: 1.2**

**RESPONSIBLE TO: ASSISTANT HEADTEACHER**

**MAIN LOCATION: BLESSED TRINITY RC COLLEGE**

**REQUIRED TO COMMENCE: SEPTEMBER 2026**

Thank you for your interest in the position of **Head of Physical Education (PE)** at Blessed Trinity. Our school, located in Burnley close to the football stadium and bordered by two local parks, is home to more than 1,200 students aged 11–16.

The Board of Directors of the Romero Catholic Academy Trust, alongside The Governors of Blessed Trinity RC College, are seeking to recruit an inspirational and strategic leader to guide our PE department—someone who can ensure exceptional teaching and learning, champion students’ physical health and wellbeing, and play a key role in shaping the wider educational experience at Blessed Trinity.

If you feel you have the right skills and attributes we are looking for, then we will be delighted to hear from you. Visits to the school are warmly welcomed and can be arranged by contacting the school office on **01282 506200** or [jobs@btrcc.lancs.sch.uk](mailto:jobs@btrcc.lancs.sch.uk).

**Full details and recruitment monitoring forms are available from the Romero Catholic Academy Trust website: [www.romerocat.com](http://www.romerocat.com) or the school website [www.btrcc.lancs.sch.uk](http://www.btrcc.lancs.sch.uk).**

*We are committed to safeguarding and promoting the welfare of young people and expect all staff to share this commitment. The successful applicant will be subject to an Enhanced DBS check.*

<b>Closing Date</b>	Friday 27 <sup>th</sup> March 20226 12:00pm
<b>Shortlisting Date</b>	Monday 30 <sup>th</sup> March 2026
<b>Interview Date</b>	Week commencing 27th April 2026

## HEAD OF PHYSICAL EDUCATION

### JOB DESCRIPTION

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#### JOB PURPOSE

We are seeking an inspirational and strategic leader to guide our PE department—someone who can ensure exceptional teaching and learning, champion students' physical health and wellbeing, and play a key role in shaping the wider educational experience at Blessed Trinity.

Our PE department is a dynamic and forward-thinking team of seven full-time and one part-time specialist teachers. Each colleague brings energy, expertise and a deep commitment to high-quality physical education. Collaboration is central to our practice: we plan collectively, share ideas, and continuously refine our curriculum so that every student benefits from consistently excellent provision. This is a department where professional dialogue is valued, innovation is encouraged, and staff development is prioritised.

We deliver Physical Education across Key Stages 3 and 4 through a broad, inclusive and ambitious curriculum designed to inspire students of all abilities to achieve their personal best. At Key Stage 3, our carefully sequenced three-year programme builds knowledge, skills and confidence over time. Students participate in a diverse range of activities, developing technical proficiency, tactical understanding and core personal qualities such as leadership, resilience, teamwork and communication. These skills equip them not only for success in sport, but for life beyond school.

Above all, we are passionate about fostering a lifelong love of physical activity and helping every young person understand the benefits of sport for their physical and mental wellbeing.

At Key Stage 4, we offer a strong and highly successful examination pathway, delivering Edexcel GCSE Physical Education Specification. Our outcomes reflect the department's high expectations, expert subject knowledge and personalised support.

Beyond the classroom, the PE department plays a vibrant and influential role in school life. We run an extensive extra-curricular programme that includes competitive fixtures, sports clubs and enrichment opportunities designed to motivate, challenge and inspire students. Participation rates are consistently high, and our teams represent the school with pride, discipline and sportsmanship. We are also delighted to be expanding our provision through the addition of a **brand-new 3G pitch**, opening up exciting opportunities for training, competition and community partnerships throughout the year.

This is a particularly exciting time to join a supportive, ambitious and forward-thinking department committed to excellence, innovation and opportunity. If you are passionate about physical education, eager to make a meaningful impact and ready to contribute to a thriving sporting culture, we would be delighted to receive your application.

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## MAIN DUTIES AND RESPONSIBILITIES

Your duties and responsibilities will include:

### PROFESSIONAL DUTIES

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the School Teachers' Pay and Conditions Document.
- Raise standards of student attainment and achievement within and monitor and support student progress.

### LEADERSHIP AND MANAGEMENT

- Lead the PE department, providing strategic direction and day-to-day management.
- Develop and implement a curriculum that meets national standards and enhances students' physical health and skills.
- Monitor and evaluate the quality of teaching and learning within the department.
- Support and develop staff within the department through effective performance management and professional development.

### TEACHING AND LEARNING

- Plan and deliver high-quality PE lessons that cater to a range of abilities.
- Use data to assess student progress and implement interventions where necessary.
- Promote innovative teaching strategies to engage students in physical education.

### STUDENT PROGRESS AND ACHIEVEMENT

- Set high expectations for student achievement and behaviour in PE.
- Track and report on student progress, ensuring that all students achieve their potential.
- Implement targeted interventions to support students who are not making expected progress.

### EXTRACURRICULAR ACTIVITIES

- Organise and oversee a comprehensive extracurricular sports program, including teams and clubs.
- Promote and manage participation in inter-school competitions and sports events.
- Engage with external sports organisations to enhance opportunities for students.

### HEALTH AND SAFETY

- Ensure all PE activities comply with health and safety regulations.
- Conduct regular risk assessments of all PE facilities and activities.

### LIASISON AND COMMUNICATION

- Collaborate with parents, carers, and external partners to enhance the PE program.
- Communicate effectively with students, parents, and colleagues.

### FAITH LIFE

- Support the School's Mission of Love God, Serve Others, Work Hard, and Value All.

**Note: In addition, other duties at no higher level of responsibility may be interchange with/added to this post as required.**

## HEAD OF PHYSICAL EDUCATION

### PERSON SPECIFICATION

<b>Qualifications</b>	<b>Essential (E) Desirable (D)</b>	<b>Evidenced by: Application (A) Certificate (C) Interview (I) Test (T) Reference (R)</b>
<b>Qualifications and Training</b>		
Qualified Teacher Status	E	A / C
Degree (Honours) or equivalent	E	A / C
<b>Leadership</b>		
Strong Leadership and management skills	E	A / C
<b>Teaching and Learning</b>		
Teaching experience in secondary schools at KS3 and KS4	E	A / I / R
An outstanding classroom practitioner with a clear understanding of how to deliver quality Teaching and Learning.	E	A / I / R
Has a sound subject knowledge and experience of delivering the PE curriculum.	E	I
Experience of assessing, monitoring and evaluating students' progress to improve student outcomes	E	A/I
Can provide regular and effective marking and feedback to promote good student progress	E	A/I
Passionate about promoting physical health and well-being.	E	A/I
<b>Personal Qualities</b>		
Strong Leadership and management skills	E	A / I
Inspire, challenge, motivate students in PE	E	I
Demonstrate personal enthusiasm for teaching to make a positive difference to all students	E	I
Have excellent written and verbal communication skills	E	A / I
Be enthusiastic, sensitive, flexible, hard- working with an ability to remain calm	E	I
Show initiative and adapt quickly to changing circumstances	E	I
Have high expectations of self and others around you	E	A/I
Excellent interpersonal skills and the ability to relate to others	E	I
<b>COLLABORATION/COMMUNITY</b>		
Work with the wider school community to promote extracurricular opportunities	D	I
Experience of developing good, collaborative links with colleagues	D	A/I
<b>OTHER</b>		
Commitment to safeguarding and protecting the welfare of children and young people	E	A/I
Commitment to equality and diversity	E	A

Commitment to health and safety	E	A
<b>Note: We will always consider your references before confirming a job offer in writing</b>		
Prepared by: Mrs Williams	Head of Physical Education	Date: 05/03/2026 March 2026

## EQUAL OPPORTUNITIES

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

## HEALTH AND SAFETY

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

## SAFEGUARDING COMMITMENT

The Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure. An enhanced DBS check and pre-occupational health check are an essential part of the selection and recruitment process.

## ATTENDANCE

Good attendance enhances the service delivered by the Trust, minimises staffing difficulties and ensures best value to the schools. It is essential that applicants for positions in the Trust can evidence a previous satisfactory attendance record/commitment to sustaining regular attendance at work.

## HEAD OF PHYSICAL EDUCATION

### HOW TO APPLY

If you would like to find out more about the position, please contact Mrs Stacey Morris on 01282 506200 or [smorris@btrcc.lancs.sch.uk](mailto:smorris@btrcc.lancs.sch.uk).

**Full details and application forms are available from our website: [www.btrcc.lancs.sch.uk](http://www.btrcc.lancs.sch.uk).**

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<b>Interview Date</b>	Week beginning 27 <sup>th</sup> April 2026

**Completed application forms and associated documentation should be returned to the School HR Assistant, Stacey Morris via e-mail: [smorris@btrcc.lancs.sch.uk](mailto:smorris@btrcc.lancs.sch.uk).**

