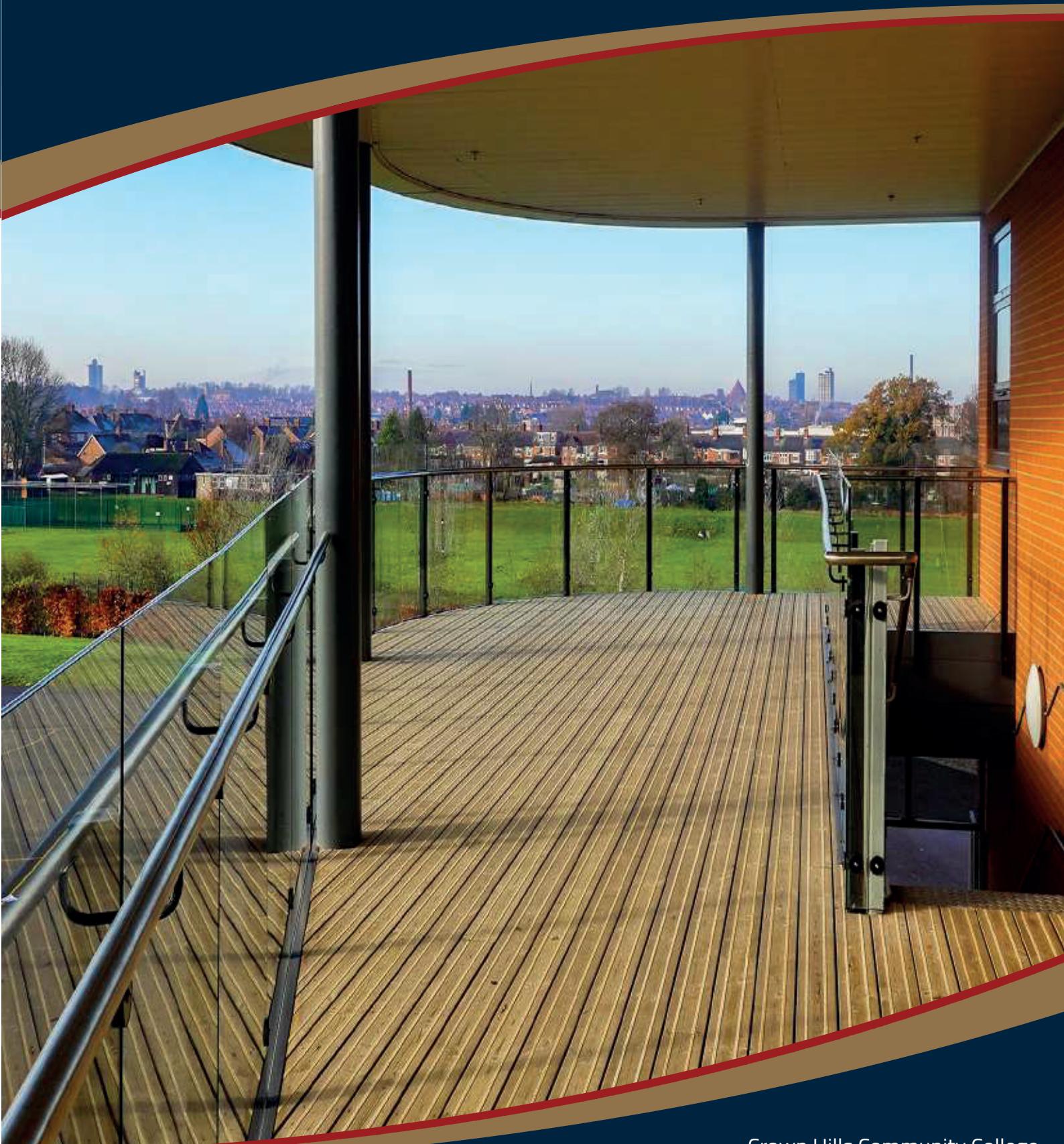


# Appointment Information

## Sports Academy Programme Lead & Coach



Crown Hills Community College  
Gwendolen Road, Leicester LE5 5FT  
Tel: 0116 273 6893  
[office@crownhills.leicester.sch.uk](mailto:office@crownhills.leicester.sch.uk)  
[crownhills.com](http://crownhills.com)



Dear prospective applicant,

In the top 12% of schools nationally, Crown Hills Community College blends a 70-year history of inclusive education with an innovative, forward-looking approach to providing a state education like no other to 1,500 students from inner city backgrounds.

The School now seeks to appoint an exceptional Sports Coach to work alongside the Deputy Head of Faculty to lead our Sports Academy. This is an exciting position within the PE faculty with opportunities to shape the vision and direction of the Sports Academy and support the PE team with the wider work of the faculty.

Core Objectives:

1. Ensure that the Sports Academy programme supports pupil progress in sport and their academic studies.
2. Help maintain the high level of provision of extra-curricular physical activity and sport at Crown Hills.
3. Promote pupil progress in PE by working with designated small groups or classes alongside the PE faculty.

In the last 5 years, we have introduced our Sports Academy with the intention of providing a performance pathway in three sports - cricket, badminton, and fencing. In fencing, we compete and have medalled at the National Championships, including a bronze medal after beating one of the top fee-paying independent schools in the country. We also compete in county and regional badminton and cricket competitions. Pupils within the Sports Academy receive specialist coaching, mentoring, and fitness training. Running the mentoring programme is a key responsibility of this post. This supports in raising pupils' aspirations - alongside visits to elite fixtures, FE/HE partners, and visiting coaches/speakers. Sports Academy pupils' commitment and achievements are celebrated through t-shirts, blazer badges, and our annual sports awards evening, where existing members also welcome new performers to the Academy.

The role also offers time to work with teachers and all pupils in physical education lessons, both through providing support and leading lessons as required. We have an extensive extra-curricular programme - as part of the working hours the successful sports coach will lead activities and accompany teams to fixtures and events. This post provides an excellent opportunity for gaining in-school experience, with a comprehensive programme of professional learning available within the PE faculty to support the post-holder in developing their delivery of PE.

Crown Hills is committed to PE, school sport, and physical activity and is the lead school for Inspire Together (formerly SSPAN). This is made up of 127 schools across Leicester and the aim is to go beyond school sport, and to have a positive impact on the young people in Leicester, their families and their communities.

We welcome applicants from a coaching or educational background across the private and public sector. Outstanding communication and inter-personal skills to build strong relationships with pupils, staff, and parents are essential, as is a deep commitment to the school's aims and values.

This post is term-time and permanent and as a member of staff at Crown Hills Community College you will receive a number of other benefits. These include a work laptop, continuing professional development, health Insurance, no emails at the weekend or after 8pm, administrative support, 24 hours a day/365 days a year phone counselling service, and a Cycle to Work scheme.

Our mission is simple, we want every student to be the best that they can be, thrive in the best possible career and contribute positively to society. You will see from our website that our three key values permeate all that we do and have allowed us to grow from strength to strength:

Aspiration - Be the best you can be

Commitment - Do what it takes for as long as it takes

Success - Be ready to take on the world

As Principal, it has always been my philosophy to grow and nurture new talent so that we create the next generation of leaders, it is something that I have done throughout my career, and this role will support the successful individual on their journey. If you have high aspirations for children from deprived backgrounds and experience of delivering excellence we would like to hear from you.

We have also organised two opportunities to visit for more information about the post on Tuesday 6th January at 3:45pm. Please contact [rbarnett@crownhills.leicester.sch.uk](mailto:rbarnett@crownhills.leicester.sch.uk) to confirm your attendance. It is highly recommended that you attend a visit to support your application and ensure this role is suitable. After the school visit, if you have any further questions please contact Deborah Butler, Head of PE, at [dbutler@crownhills.leicester.sch.uk](mailto:dbutler@crownhills.leicester.sch.uk)

Please read the attached job description and person specification. If you are interested in applying, please fill in the application form available on our eteach portal, <https://www.eteach.com/jobs/crown-hills-community-college-jobs-9453/?oo=ag> please include e-mail addresses of all referees, together with a letter of application (no more than 2 sides of A4, font 12) outlining your skills, qualifications and experience relevant to this post by 9am on Monday 12th January 2026. Please include your cover letter in the supporting statement section.

#### KEY DATES

School Visit/Information Event- Tuesday 6th January at 3:45pm

Deadline- 9am Monday 12th January 2026

Yours sincerely,

A handwritten signature in black ink, appearing to read 'F Adam', with a long horizontal line underneath it.

Mr F Adam (Principal)



## JOB DESCRIPTION

Job Title:	Sports Academy Programme Lead & Coach	11-16 Maintained
College:	Crown Hills Community College	Grade 6, 15-18
Reports to:	Assistant Principal and Head of Faculty	Salary: £27,300.94 - £29,321.62 (Actual Salary) £32,061.00 - £34,434.00 (Full Time Equivalent)
<p>Term: Permanent, 37 hours per week, term Time only plus attendance on 3 Teacher Days. Additional holiday hours maybe available to support holiday activities. Aligned to Sports Activity Coach Instructor L3</p>		
<p>Additional: There will be some flexibility in the daily hours, for example 2 days per week may include 7.30 start to support the pre-school strength and conditioning programme and finish earlier. 3 days may start later and finish later due to after school fixtures or training.</p>		

### JOB PURPOSE SUMMARY

- To take a lead role in the planning and delivery of the Sports Academy programme.
- To deliver a range of activities as part of the PE department's extra-curricular provision.
- To support pupil learning in lessons in the PE faculty.
- Lead events and sports fixtures.

### RESPONSIBILITIES AND ACCOUNTABILITY

1. Lead the day-to-day operations of the Sports Academy.
2. Support the Deputy Head of Faculty with the strategic vision and oversight of the Sports Academy.
3. Deliver a mentoring programme to support the Sports Academy pupils to achieve well in their academic studies.
4. Ensure Sports Academy pupils receive adequate preparation for local, regional, and national competitions through the coaching programme, both through own delivery and liaising with the other coaches.
5. Monitor and evaluate the progress of Sports Academy pupils.
6. Plan enrichment activities to raise pupils' aspirations – for example trips to elite fixtures, or college/university visits.
7. Accompany Sports Academy teams, and other sports teams, to fixtures and events.
8. Plan and deliver after school sport sessions for a variety of purposes – e.g. social clubs, team training sessions.
9. Deliver PE within curriculum lessons, initially by supporting PE staff in their lessons, or working with small groups of pupils.
10. Following a period of training, deliver PE cover lessons when appropriate.
11. Become familiar with sport and facility risk assessments for the school, reporting health and safety issues as appropriate, and maintaining equipment and facilities in line with recommendations.
12. Any other duties aligned with the role as requested by the Head of PE.

## RELATIONSHIP TO OTHERS

1. Ability to work on your own initiative and be proactive, as well as being an effective team member.
2. Able to deal sensitively and appropriately with confidential information.
3. Maintain good working relationships with colleagues, students, parents/carers, governors, the community and other stakeholders, ensuring that all communication is consistent with the school's ethos.
4. Lead with the THIRST values of the college at the core of everything that you do.

PERSON SPECIFICATION			Assessed by:		
No.	CATEGORIES		Essential/ Desirable	Application Form	Interview / Task

## QUALIFICATIONS & TRAINING

1	Coaching qualification at UKCC Level 2 or equivalent in at least one sport.	E	✓	
2	Additional qualifications in sports coaching, sports science, or other relevant subject.	E	✓	
3	Appropriate degree.	D	✓	
4	Coaching qualification in badminton OR cricket OR fencing	D	✓	
5	Evidence of a commitment to continuing professional development.	D	✓	✓

## PROVEN EXPERIENCE IN THE FOLLOWING AREAS

6	Delivering sessions within a school/community setting to various audiences of children & young people.	E	✓	✓
7	Coaching or mentoring children to support them in working towards challenging goals.	E	✓	✓
8	Recent experience of coaching or playing badminton OR cricket OR fencing.	E	✓	
9	Planning for the progress of participants in a sport over time.	E	✓	

## ABILITY, SKILLS & KNOWLEDGE

10	Able to coach, inspire, and motivate pupils and staff.	E	✓	✓
11	Able to work effectively as an individual, and in a team.	E	✓	✓
12	Able to adapt activity sessions at short notice, or in response to the needs of the group	E	✓	✓
13	Sound working knowledge of Microsoft Office i.e. Word, Excel, PowerPoint, Outlook, Teams etc.	E	✓	✓
14	Knowledge and understanding of safeguarding and child protection within sport, including health and safety/risk assessment.	E	✓	✓
15	Knowledge and understanding of the barriers to learning and/or sports participation experienced by secondary pupils.	D	✓	✓

## PERSONAL QUALITIES

16	Highly effective communication skills.	E	✓	✓
17	Passionate belief in the aims and values of Crown Hills, the PE faculty, and the Sports Academy.	E	✓	✓
18	A strong commitment to inclusion and overcoming barriers.	E	✓	✓
19	Committed to developing as a professional, reflecting on practice, and seeking feedback.	E	✓	✓

## EQUAL OPPORTUNITIES

20	Must be able to recognise discrimination in its many forms and willing to put the Council's Equality Policies into practice fully	E	✓	
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