

Part of the **Hurst** Family of Schools

PENNTHORPE
NURSERY PRE-PREP PREP

Games Teacher

(Part time role)

Candidate Pack



Welcome

THANK YOU FOR YOUR INTEREST IN THE ROLE OF
GAMES TEACHER AT PENNTHORPE!

We are thrilled that you are considering joining Pennthorpe and becoming part of the community that makes our school such a special place to learn and grow.

At Pennthorpe, we believe childhood should be cherished and education should be inspiring. Our vision is to provide every child with an exceptional and joyful educational journey, one that nurtures confidence, curiosity, kindness and resilience, and empowers them to discover who they are and what they might become. We aim to equip our pupils not only with strong academic foundations, but with the character, creativity and compassion needed to thrive in an ever-changing world.

Excellence at Pennthorpe is about far more than outcomes alone. It is seen in the warmth of our relationships, the energy of our classrooms, the courage to try, and the care shown for others. Our dedicated and talented staff are at the very heart of this, creating a vibrant, supportive environment where children feel known, valued and inspired every day.

To join the Pennthorpe team is to embrace school life wholeheartedly. We are looking for someone who brings enthusiasm, warmth and a sense of fun; who understands the privilege of working with children and delights in helping them flourish.



At Pennthorpe, everybody is somebody. Every child and every member of staff is known, valued and celebrated for who they are and for the unique contribution they make to our community and the wider world. A strong sense of teamwork sits at the heart of school life, where tradition is thoughtfully balanced with innovation, and high expectations are paired with warmth and approachability. Together, we work with purpose and positivity to create a vibrant, stimulating environment in which both children and adults can flourish.

I am immensely proud of Pennthorpe and all that it represents. Our success is built on the energy, dedication and expertise of our staff, who inspire, support and champion our children each and every day. Pennthorpe is a truly special place to work – not only because of its beautiful setting, but above all because of the people who bring the school to life.

If you would like to visit Pennthorpe before submitting an application, or would welcome an informal conversation about the role, please do not hesitate to contact Lauren Manvell (recruitment@pennthorpe.com | 01403 822391), who will be delighted to help. When you are ready to take the next step, applications should be submitted via the electronic application form on our website.

I fully appreciate the time and care involved in preparing an application and can assure you that yours will be considered with equal care and attention. All applicants will receive feedback and a personal response. I very much look forward to hearing from you.

Mr Jon Marler
Head of School





About Pennthorpe

Pennthorpe is a thriving, happy, and purposeful school where children are at the heart of everything we do. It is a special place, shaped by wonderful pupils, dedicated and passionate staff, and a strong partnership with supportive families. We believe childhood should be joyful, nurturing, and full of opportunity, and we seek professionals who share this belief and are committed to making a meaningful difference in young lives.

We are a school with a strong sense of community and family. Every child is known, valued, and supported, and relationships are at the heart of our culture. Kindness, openness, and respect underpin daily life at Pennthorpe, creating an environment in which children feel safe, confident, and ready to learn. For staff, this means working in a supportive, collegiate environment where collaboration, care, and mutual respect are genuinely lived values. Our culture is one of warmth, ambition, and integrity, where adults model the values we hope to inspire in our pupils and where every member of the community contributes to a shared sense of purpose.

Pennthorpe offers a broad, balanced, and enriching education that celebrates individuality and recognises that success looks different for every child. Small class sizes, excellent pastoral care, and high-quality teaching enable staff to get to know pupils well and teach responsively and creatively. We encourage innovation in the classroom and our staff are reflective, forward-thinking, and passionate about their practice.



Learning at Pennthorpe extends well beyond academic outcomes. Our skills-based curriculum prioritises confidence, resilience, independence, and a positive approach to challenge. Curiosity is at the heart of learning here, and children are encouraged to ask questions, explore ideas, and take thoughtful risks as they grow. Staff are empowered to contribute ideas, shape provision, and support children's holistic development, with the time and space to build strong relationships and deliver high-quality learning experiences.

Our rich curriculum includes Forest School, sport, swimming, art and performing arts, alongside a wide programme of trips, visits and enrichment activities. A vibrant after-school club programme offers further opportunities for staff to share interests, develop new skills, and enrich pupils' experiences. We believe every child is unique, every child is brilliant, and every child is celebrated, and our curriculum is designed to honour and nurture those individual strengths and qualities.

Care sits at the heart of our ethos. Every child chooses a trusted adult Champion, reinforcing our commitment to strong pastoral care and meaningful relationships. We also place great importance on community, encouraging collaboration across year groups and fostering responsibility, service, and generosity. Our motto, "Born not for ourselves alone," underpins daily life and professional practice at Pennthorpe.

Pennthorpe is proud to be part of the Hurst Family of Schools, following our recent partnership with Hurstpierpoint College. This partnership brings significant professional benefits, including access to shared expertise, high-quality professional development, collaboration across schools, and clear pathways for career progression, while allowing Pennthorpe to retain its distinctive ethos and identity.

Pennthorpe is a school full of warmth, energy, and optimism. Staff work in a positive, supportive environment where they feel valued, trusted, and encouraged to grow professionally.

Our Aims

- To inspire all pupils with the ambition to discover and achieve excellence
- To stimulate and nurture all pupils on a uniquely personal journey of self-development
- To build a community and develop relationships that make a positive difference
- To invest in the future of our children.



Pennthorpe – Part of the Hurst Family of Schools



From the beginning of the Spring Term 2026, Pennthorpe became part of the Hurst family of schools through an exciting new partnership with Hurstpierpoint College. This development marked a significant and positive step for our community, strengthening our long-term future while honouring everything that makes Pennthorpe distinctive.

Pennthorpe and Hurst share deeply aligned values, a child-centred ethos, and a commitment to exceptional education. Becoming “Pennthorpe – Part of the Hurst Family of Schools” allows us to remain the warm, nurturing school we have always been, while benefiting from the experience, stability, and opportunities that come from being part of a larger, well-established group.

Our pupils and staff gain from enhanced collaboration, increased stability in a changing educational landscape, and the strategic strength of working alongside a respected partner. At the same time, Pennthorpe continues to operate with its own Board of Governors and retain responsibility for its safeguarding, performance, and strategy, ensuring continuity and protecting our unique identity.

For those joining our team, this is an exciting moment to be part of Pennthorpe's evolution, combining the spirit, ambition, and close-knit community of our school with the wider opportunities and support offered by Hurst.

Why Join Us?

I LOVE WORKING AT PENNTHORPE; IT IS SUCH A TIGHT-KNIT COMMUNITY WITH A SUPPORTIVE AND DEDICATED STAFF, WHO VALUE THE EDUCATION AND GROWTH OF EACH INDIVIDUAL CHILD, WHILST GIVING THEM INCREDIBLE OPPORTUNITIES TO THRIVE. IT REALLY IS A WONDERFUL PLACE TO WORK.

Charlotte Gallina Breese, Year 3 Teacher



PENNTHORPE IS MORE THAN JUST A WORKPLACE, ITS A VIBRANT, NURTURING COMMUNITY WITH AN OUTSTANDING PASSION FOR EDUCATION. WHETHER YOU ARE INSPIRING YOUNG MINDS IN THE CLASSROOM OR SUPPORTING THE SCHOOL'S WIDER MISSION, YOU WILL BE PART OF A TEAM THAT CELEBRATES CREATIVITY, COLLABORATION AND CONTINUOUS LEARNING.

Jessica Doodes, Head of Marketing & Communications



HAVING BEEN AT PENNTHORPE FOR A NUMBER OF YEARS, I CAN HONESTLY SAY THAT WORKING ALONGSIDE SUCH TALENTED AND PASSIONATE INDIVIDUALS TRULY FEELS LIKE A PRIVILEGE. THERE IS A REAL SENSE OF CAMARADERIE WITHIN THE TEAM, AND THE CHILDREN ARE GENUINELY AT THE HEART OF EVERYTHING WE DO.

Wendy Stanbridge, Teaching Assistant



The Benefits

There are many reasons to join Pennthorpe, including:

- Great autonomy to focus on things that make the biggest difference, and to enable all to bring their own personality and character to the workplace
- Friendly and supportive team and a busy staff social calendar
- Staff wellbeing opportunities including dedicated staff wellbeing initiatives as well as an annual Whole School Wellbeing Week
- An allocated mentor to help with all queries and concerns
- Support for working parents
- Professional development opportunities
- Numerous career progression opportunities
- Personal Accident cover, including dental
- Contributory stakeholder pension scheme
- School lunches, cooked on-site, are provided to all staff during term time
- Secure on-site parking



Part-time Games Teacher

The ideal candidate will be a nurturing, motivating, and dedicated Games teacher, passionate about sport, physical development, and fostering a positive, healthy attitude towards physical activity. You will bring a genuine love of working with young people, alongside the ability to spark enthusiasm, resilience, teamwork, and confidence across a wide range of sporting experiences.

This role requires warmth, positivity, and strong relationship-building skills, as well as the flexibility and good humour needed to thrive within our lively and happy school community. Alongside secure subject knowledge and strong practical coaching ability, you will bring excellent organisational skills, a collaborative approach, and the capacity to support pupils of all abilities with encouragement, clarity, and care.

A willingness to contribute thoughtfully to the wider sporting life of Pennthorpe through fixtures, training sessions, and co-curricular opportunities is essential, within the scope of a part-time role.



Games Teaching

- Deliver engaging, inclusive, and well-structured Games lessons and coaching sessions that promote physical confidence, skill progression, and enjoyment of sport.
- Prepare and develop high-quality coaching activities and resources across a range of sports, ensuring sessions are purposeful, safe, and developmentally appropriate.
- Take responsibility for pupils' physical, technical, and personal progress, maintaining high expectations while ensuring all learners feel supported and motivated.
- Plan and differentiate effectively, responding to pupils' varied strengths, needs, and prior experience to provide meaningful and accessible sporting opportunities.
- Maintain a positive, safe, and well-organised sporting environment that encourages respect, teamwork, perseverance, and excellent behaviour.
- Embed core sporting values—fair play, resilience, cooperation, and leadership—within every lesson and activity.



Monitoring, Assessment & Reporting

- Provide clear, constructive feedback during lessons, training sessions, and fixtures, helping pupils reflect, improve, and build resilience.
- Communicate professionally with parents and carers, sharing relevant information about pupils' development, achievements, and sporting participation through agreed systems.

Pastoral Duties

- Safeguard and promote pupils' welfare, following all school policies and procedures and escalating concerns promptly in line with statutory safeguarding expectations.
- Support pupils' personal and social development through sport, fostering teamwork, resilience, self-belief, and a positive approach to challenge.
- Contribute to daily routines and transitions relevant to your timetable, accompanying pupils to fixtures, training, and school events where appropriate for a part-time role.
- Work closely with colleagues to identify and respond sensitively to individual pupil needs, ensuring thoughtful and consistent support.
- Communicate professionally with parents, carers, and relevant external coaches or partners when needed, sharing information appropriately and collaboratively.
- Promote pupils' spiritual, moral, social, and cultural development through sport, encouraging respect, kindness, inclusion, and strong values in every interaction.



General Duties

- Promote and uphold school standards by enforcing rules and working collaboratively with colleagues to maintain the high expectations of behaviour and respect that reflect the school's ethos.
- Participate actively in school life, including departmental meetings, staff meetings, INSET sessions, and any required training.
- Adhere to all school policies, including the Staff Handbook and Code of Conduct.
- Undertake supervisory duties as scheduled in the staff duty rota.
- Ensure compliance with Health and Safety policies, both on-site and during off-site school activities.
- Carry out additional duties reasonably requested by the Head to contribute to the smooth running of the school.

This job description is subject to review from time to time to give the post-holder and other members of staff the opportunity for personal development.



Person Specification

Skills, Experience & Knowledge

- Strong understanding of physical development, sports coaching principles, and the diverse needs of young athletes.
- Experience aligned with the responsibilities outlined in this job description; experience coaching or teaching Games in a Prep or primary setting is desirable.
- Proven ability to deliver effective, inclusive coaching and teaching that supports strong development and high levels of pupil engagement.
- Secure knowledge across a variety of sports, particularly those central to the school's Games curriculum.
- Ability to inspire and motivate pupils with enthusiasm, creativity, and warmth, fostering a love of sport and physical activity.
- Commitment to collaboration, cross-curricular links, and a holistic, child-centred approach to education.
- High expectations for oneself, colleagues, and pupils, with a strong commitment to excellence and professionalism.
- Strong communication and interpersonal skills, with the ability to work constructively with pupils, colleagues, parents, and partners.

Personal Attributes

- Strong belief in the ethos and values of Pennthorpe School, with a commitment to nurturing confident, active, and well-rounded young people.
- High level of honesty, integrity, and professionalism, acting as a positive role model through behaviour, sportsmanship, and attitude.
- Warm, approachable, and supportive, building trust and positive relationships across the school community.
- Enthusiastic, energetic, and driven, with a genuine passion for Games and a desire to make a meaningful difference to pupils' development.
- Open-minded and adaptable, embracing new coaching ideas, sports initiatives, and opportunities for continuous improvement.
- Excellent interpersonal and communication skills, enabling positive engagement with pupils, parents, and colleagues.
- Collaborative and team-oriented, contributing constructively to department teamwork while also showing initiative and independence.
- Resilient, calm, and positive, maintaining good humour and professionalism in the dynamic and fast-paced nature of school sport.

How to Apply

If you are ready to take the next step and apply to become part of our inspirational team, please submit your application using our electronic Application Form (<https://www.pennthorpe.com/application-form/>) which includes uploading a covering letter by the application deadline.

- Contract: Part-time, Mon-Thurs 13:30-16:30
- Start Date: ASAP/Immediate Start
- Application Deadline: Monday 9th February, 2026
- Interview Date: Week commencing 9th February, 2026
- Responsible to: Director of Sport
- Salary: Dependent on experience



Equal Opportunities

Pennthorpe is an equal opportunities employer and welcomes diversity. We would love applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability of age.

Safeguarding

Pennthorpe is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

Part of the **Hurst** Family of Schools

PENNTHORPE

NURSERY PRE-PREP PREP

Pennthorpe
Church Street, Rudgwick
West Sussex, RH12 3HJ
01403 822391
enquiries@pennthorpe.com
www.pennthorpe.com