

**Cover Supervisor/Sports Coach**

**Job Description**

* Supervise work that has been set by teachers who are absent/unavailable to teach their lesson.
* Take the register at the start of the lesson.
* Manage the behaviour of students during the lesson, in line with the RDUTC Professional Values and Behaviours policy, to ensure a constructive learning environment.
* Respond to any questions from students about processes and procedures.
* Support students to complete the work.
* Collect completed work after the lesson and pass to the appropriate teacher.
* Supervise students at Fit 24 gym during Sports lessons under the direction of the Senior Assistant Principal.
* Provide in-class support for SEND students when no lessons need covering/supervising Sport sessions.
* Be aware of and comply with policies and procedures relating to safeguarding, health and safety and security, confidentiality and data protection; and report all concerns to an appropriate person.