



Lancing Prep Worthing

A Lancing College Preparatory School



**DIRECTOR OF SPORT
LANCING PREP WORTHING**

INFORMATION FOR CANDIDATES



Director of Sport

RESPONSIBLE TO: [Head](#)

The School is seeking to appoint a full-time Director of Sport from April or September 2026 depending on the successful candidate's availability.

KEY TASKS & RESPONSIBILITIES

Strategy and Leadership

- To work with the Head and the Senior Leadership Team to form a strategic programme for the development of sport and physical activity provision at Lancing Prep Worthing.
- To work with the Deputy Head to deliver the sport co-curricular strategy across the school.
- To inspire and lead a small team of PE teachers, graduate coaches and visiting coaches to strive for excellence in teaching and learning, leading the department to the delivery of a successful and inclusive programme of sport and physical activity.
- To inspire others within the LPW school community and develop their ability to contribute to, and enhance, sport and physical activity provision.
- To maintain, evaluate and develop the effectiveness of sport and physical activity provision across the school.
- To write and implement a Physical Education (PE) Development Plan.

Participation, Inclusion and Breadth of Provision

- To develop an effective system for monitoring and managing pupil engagement in sport and physical activity throughout their time at school.
- To ensure that there is an appropriate balance between elite provision and participation opportunities for all pupils, including access to staff and facilities.
- To oversee the effective organisation of home and away fixtures to support and enhance our competitive sport programme.
- To organise matches and house competitions.
- To ensure that the sporting successes of all pupils are celebrated appropriately.
- To maintain up-to-date records of pupil and team achievements in and out of school.
- To forge links with the local community.



Teaching and Coaching

- To maintain high standards of teaching and learning within all sport and physical activity sessions by inspiring, motivating, monitoring and developing all staff involved in teaching and coaching pupils.
- To be responsible for the department's scheme of work.
- To continually model good practice by teaching PE and Games lessons to a consistently high standard.
- To show a demonstrable awareness of different pupils' educational needs with the ability to adapt teaching and learning appropriately to challenge all pupils.
- To coach pupils of all abilities and ages across a range of sports.
- To manage sports teams throughout the academic year across a range of sports, including team practices and fixtures that may sometimes take place at the weekend.
- To work with the Marketing team to promote the school and its sporting successes.
- To work closely with the Director of Sport at the Senior School.
- To develop meaningful links with outside sports clubs with the aim of improving sport and physical activity provision for our pupils.
- To work closely with the Scholarship Coordinator regarding potential sport scholars.
- To organise team photos.
- To communicate effectively with parents and present professionally at fixtures to maintain and promote sport at LPW.

Communication and Liaison

- To ensure that all staff involved in sport and physical activity provision are aware of both long-term goals and short-term logistics.
- To organise and lead regular and effective departmental meetings.



Form Teacher Responsibilities

- To provide pastoral care and guidance to the assigned form group, ensuring the wellbeing and personal development of each pupil.
- To monitor attendance, punctuality and overall progress of pupils within the form.
- To act as the main point of contact for parents regarding academic and pastoral matters.
- To foster a positive classroom environment that promotes respect, responsibility and engagement.
- To support pupils in developing social skills, resilience and a growth mindset.
- To organise and lead form time activities, assemblies and other pastoral sessions.
- To maintain accurate records and contribute to reports on pupil progress and welfare.
- To assess, record and report on pupils' progress in line with school policy.
- To contribute to the development of schemes of work and departmental resources.
- To participate in subject meetings and collaborate with colleagues to share best practice.
- To support extracurricular activities and enrichment opportunities where appropriate.

This job description sets out the main duties at the time it was drawn up. Such duties may vary occasionally but without changing the general character of the duties or the level of responsibility entailed, and the candidate will be required to carry out any reasonable requests required by their Line Manager.

Other Subject Teaching Responsibilities

- To deliver high-quality lessons in allocated subjects, following the school's curriculum and assessment guidelines.
- To plan and prepare engaging lessons that cater to a range of learning styles and abilities.



SKILLS AND QUALIFICATIONS

Essential

- Qualified Teacher Status (QTS) or relevant teaching qualification or experience of working with children in an educational setting.
- Passionate about sport with an expertise in Hockey, Football, Cricket and Netball.
- Excellent communicator with the ability to inspire and motivate others through verbal and written communications.
- Good interpersonal and listening skills with ability to influence and persuade at all levels.
- Strong time-management and organisational skills.
- Ability to utilise IT (particularly Microsoft Office applications) and emerging technologies to improve teaching, coaching, administration and communication.
- Display a genuine enthusiasm for Physical Education, bring patience to the role, contributing to a supportive and motivation environment for pupils and staff.
- Be committed to driving change and improvement in teaching and learning.

Desirable

- A genuine desire to contribute to the wider life of the school, with the ability, skills and experience to contribute to the school's co-curricular programme.
- A strong alignment with, and active commitment to, the values and ethos of the school.

Application Procedure:

Applications should be made using the application form.

Application forms are available from the College website www.lancingcollege.org.uk.

Please send any emails to recruitment@lancing.org.uk.

A full curriculum vitae and the names, addresses and telephone numbers of a minimum of three referees, one of whom should be the candidate's current or most recent employer should be included with the application.

Informal conversations about the post may be arranged with the Head, Francesca Milling, worthing@lancing.org.uk

Closing date: Wednesday 4 February 2026

Interviews: w/c Monday 9 February 2026

The School reserves the right to call individuals to interview prior to the closing date for applications.



TERMS AND CONDITIONS

- The starting salary will be competitive and commensurate with the experience of the successful candidate.
- You shall be entitled to the statutory minimum holiday entitlement which is to be taken during school holidays. Public holidays occurring when the School is in session will be working days.
- The school currently provides access to the Teachers' Pension Scheme administered by Teachers' Pensions and governed by the Teachers' Pensions Regulations 2010 as amended from time to time. This may be subject to change with reasonable notice.
- The school also provides an alternative defined contribution pension which is currently with Royal London. Teachers in this pension can adjust the school's contribution and their own contribution, within certain limits, to increase or decrease their own take home pay/ pension allocation – this is also known as a total reward package. Teachers in this scheme are also part of the school's death in service and income protection schemes.
- As may be consistent with the entry conditions of the Senior and Prep School, and at the discretion of the School, up to two children may be educated as day pupils at Lancing Prep at Worthing and/or Lancing College for a maximum of seven years (per child). At Lancing College Senior School this will be for the payment of 33.33% of the appropriate fees. At Lancing Prep Worthing this will be for the payment of 50% of the appropriate fees. This remission does not apply to care outside School terms.
- Sibling discounts are not available in addition to this. Wraparound care for up to two children will be provided free of charge. At Nursery and Pre-School level the remission is conditional on the Nursery Grant being claimed from East or West Sussex County Council, being allocated to Lancing rather than any other provider, and subject to the maximum fee discount allowable under HMRC rules. Means-tested fee remissions for additional children subject to the availability of places may be applied for. Any decision to grant fee remission shall be at the sole discretion of the School and shall be exercised by the Governing Body. In the case of part time employees or employees who do not work the full year (for example, term time only employees), any fee remission will be pro-rata to the employee's weekly hours and to the number of weeks worked – it is assumed that a full week is 40 hours, and a full year is 45.4 weeks.
- The employment is subject to a probationary period of twelve months. During the probationary period, one month's notice will be required on either side. Following probation, the notice period shall be one term.



About Lancing Prep Worthing

Lancing College Preparatory School at Worthing (LPW) is situated in approximately two acres of grounds in Broadwater, an area north of Worthing. The school is sited in a Grade II listed building with the oldest part of the building dating back some five hundred years. The Manor of Broadwater is mentioned in the Domesday Book.

Lancing Prep Worthing is one of the Lancing College family of schools complementing Lancing's prep schools in Hove and in Bury; together they cement the Lancing position as a leading senior school, with a trio of prep schools spreading along the coast from Brighton to Chichester and northwards into the South Downs.

Lancing Prep Worthing is a vibrant and nurturing independent school that offers a dynamic and enriching educational experience for children aged 2 to 13 years. Rooted in the values of kindness, curiosity, and ambition, the school fosters a culture where every child is known, supported, and inspired to thrive both academically and personally.

In May 2025, LPW was inspected under the Independent Schools Inspectorate's (ISI) new framework, which came into effect from September 2023. The school is proud to have received a highly successful outcome which affirmed the quality of the educational provision and pastoral care. In addition, LPW was named a Finalist for The Debrett's Education Award for Outstanding Pastoral Care, it received a Highly Commended Award for Best Learning Support in the Muddy Stiletto's Best School Awards and was shortlisted for Small Independent School of the Year in 2025.

The school combines high academic standards with a broad co-curricular programme. The dedicated staff work collaboratively to create a warm, inclusive environment where pupils are encouraged to explore their passions, develop resilience, and grow into confident, compassionate individuals.



Further Information

The School is committed to safeguarding and promoting 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 an enhanced DBS disclosure which the School considers satisfactory, the receipt of satisfactory references, the school's pre-employment medical questionnaire and sight of relevant original ID documentation and degree certificate(s).

Applicants who have lived outside of the UK in the past 10 years will be required to provide a Police Check from their country of residence. In addition, and where applicable, successful candidates will be required to produce a 'letter of professional standing' issued by the relevant professional regulatory authority as proof of past conduct.

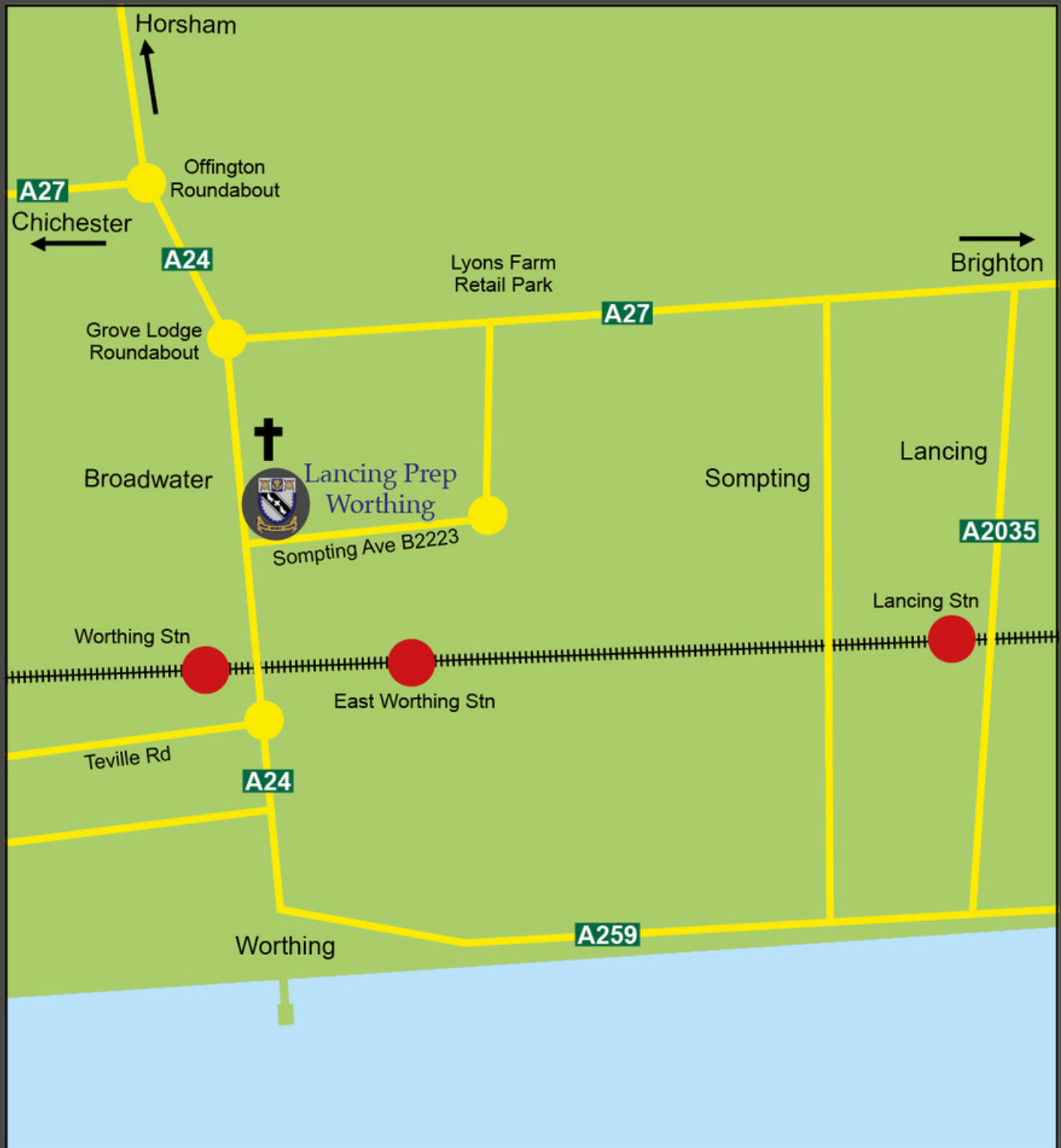
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Lancing College conducts online searches for shortlisted candidates. This check is undertaken based on the requirements set out in Keeping Children Safe in Education 2025. The check helps us to ensure safe and robust checks on the suitability of individuals to work within our School.

To minimise unconscious bias or potential discrimination issues, a person who will not be on the appointed interview panel will conduct the search and will only share information when findings are of a concern. The appointed panel may explore any concerns passed to them as part of our due diligence process.

The College is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions, reprimands, and final warnings (including those which would normally be considered "spent" under the Act) must be declared. If you have a criminal record this will not automatically debar you from employment. Instead, each case will be assessed fairly by reference to the school's objective assessment.

HOW TO FIND US



Lancing Prep Worthing, Broadwater Rd, Worthing BN14 8HU

Lancing Prep Worthing is located on Broadwater Road (A24) and Sompting Avenue (B2223) in Broadwater, Worthing, 100m from St Mary's Church.

For further enquiries about this position
or the application process, please contact:

Human Resources

E recruitment@lancing.org.uk T 01273 452 213

LANCINGPREPWORTHING.CO.UK