



DAVENANT FOUNDATION SCHOOL
PERSON SPECIFICATION

Head of Year

Applicants for the post of Head of Year should be able to demonstrate the following characteristics and experience.

1. Evidence of high achievement as a form tutor which includes championing the well-being and personal development of each student
2. Willingness to spend significant time with individuals and groups of students outside lesson time
3. Willingness and ability to work as part of the pastoral team, liaising with the behaviour manager and pastoral leads in particular, but also with the Head of Student Services and the Designated Safeguarding Lead
4. Ability to support colleagues, evaluate practice and suggest new approaches
5. Capacity to lead a group of staff in the implementation of policy and/or practice
6. Ability to work calmly under pressure and to maintain positivity, high levels of organisation and self-motivation
7. Examples of positive working with parents
8. Knowledge of how to use data for monitoring student progress across the ability ranges
9. Engagement in and/or knowledge of current educational issues especially in relation to pastoral care, child protection and safeguarding
10. Ability to communicate with a variety of audiences, large and small, internal and external to the school
11. Capacity to listen, empathise and resolve conflict
12. Some awareness of the role of external agencies in supporting pastoral work