**PERSON SPECIFICATION - Pastoral Head of Year**

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| **Criteria** | **Description** | **Evidence** |
| Qualifications and Training | * GCSE’s or equivalent Maths and English
* A level/Degree qualification (desirable but not essential)
* Evidence of continuing professional development
 | Application FormLetter of ApplicationCertificates |
| Experience | * Proven track record of working with children and young people
 | Application FormReferences and Interview |
| Subject Specific Knowledge | * Good working knowledge of pastoral systems, interventions, working with children and young people
 | Letter of ApplicationInterview |
| Student Learning and Progress | * To monitor and evaluate student progress effectively
* Have a good working knowledge of ICT and use it in tracking systems within the school
 | Letter of ApplicationReferencesInterview |
| Other Professional Qualities | * A commitment to the school’s aims and overall vision
* Effective communicator with all staff in the school.
* Drive and enthusiasm, being able to inspire other to new heights
 | Letter of ApplicationInterview |