**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 Form  Letter of Application  Certificates |
| Experience | * Proven track record of working with children and young people | Application Form  References and Interview |
| Subject Specific Knowledge | * Good working knowledge of pastoral systems, interventions, working with children and young people | Letter of Application  Interview |
| 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 Application  References  Interview |
| 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 Application  Interview |