

## Head of Year

Criteria	Essential	Desirable	How identified
<b>Qualifications</b>	<p>Qualified Teacher Status</p> <p>Degree level educated</p>	<p>Pastoral qualifications such as counselling or Mental Health First Aid</p>	<p>Application</p>
<b>Background, Experience and Professional Knowledge and Understanding</b>	<p>Have met the core Professional Standards and continues to meet them.</p> <p>Have an extensive knowledge and understanding of how to use and adapt a range of teaching and learning.</p> <p>Experience of personalising learning to provide opportunities for all students to achieve beyond their potential.</p> <p>Have an extensive knowledge and well-informed understanding of the assessment requirements and arrangements for their subject.</p> <p>Have excellent understanding of curriculum specifications for their subject.</p> <p>An excellent classroom practitioner with experience of teaching KS3/4.</p> <p>Experience of teaching in at least 2 settings across all ability ranges.</p> <p>Evidence of continued professional development.</p> <p>Experience of working with colleagues and schools to support the development and learning in your specific subject.</p> <p>Experience of setting targets and monitoring, evaluating and recording progress.</p> <p>Excellent skills in the use of data to track student progress and provide intervention.</p>	<p>Have up-to-date knowledge and understanding of the different types of qualifications and specifications, related to their subject, and their suitability for meeting learners' needs.</p> <p>Have sufficient depth of knowledge and experience of their subject to be able to give advice on the development and well-being of children and young people.</p> <p>Experience of leading a team.</p>	<p>Application</p> <p>Selection Process</p> <p>References</p> <p>Demonstration during interview</p>
<b>Skills</b>	<p>Up to date knowledge of pastoral care systems.</p> <p>Have high expectations of self and others and provide a role model for students and staff.</p> <p>The ability to inspire and motivate students.</p> <p>Highly organised and efficient.</p> <p>Outstanding classroom practitioner.</p>	<p>Contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice, and providing advice and feedback</p> <p>Experience of leading whole school improvement.</p> <p>Confident in sharing expertise.</p>	<p>Application</p> <p>Selection process</p> <p>Interview</p>

	<p>Good communication skills, both written and oral.</p> <p>Good presentation skills with the ability to enthuse others.</p> <p>Confident in the use of ICT.</p> <p>Able to manage challenging behaviour of students.</p> <p>Creative and imaginative thinker.</p> <p>High levels of empathy.</p> <p>Champion for children</p>		
<b>Personal qualities and attributes</b>	<p>Cares deeply about the success of every child.</p> <p>Awareness understanding and commitment to the protection and safeguarding of children and young people.</p> <p>Has energy, enthusiasm and optimism.</p> <p>Open to advice, feedback and professional development.</p> <p>High integrity: honest, trustworthy and reliable.</p>	Contribute to extra-curricular activities.	<p>Selection process</p> <p>References</p>
<b>Attitude and values</b>	<p>Willingness to share expertise, skills and knowledge.</p> <p>Sensitivity to the aspirations, needs and self-esteem of others.</p> <p>Commitment to team working.</p> <p>Willingness to address challenging issues with clarity of purpose and diplomacy.</p> <p>Equality of opportunity and inclusivity.</p> <p>Tactful and discreet and upholds and promotes the positive image of the academy at all times.</p> <p>Values collaboration.</p>		<p>Application</p> <p>Selection process</p>
<b>Personal presentation</b>	<p>High standards of dress and presentation, punctuality and reliability.</p>		Selection process

*Candidates must have a reference from their current Head teacher or equivalent that endorses their outstanding achievements, skills and attributes and recommends them for this position without reservation.*

**Person Specification prepared by the Head Teacher**