

Headteacher: Mr C. Devlin

Kepier
Dairy Lane
Houghton-le-Spring
Tyne and Wear DH4 5BH

T: 0191 512 8960
info@kepier.com
www.kepier.com



Year Manager Permanent – Anticipated start date: Monday 30th June 2025

38 weeks Term Time + 5 days

37 hours per week NJC Scale Point Range 26 - 28

Actual Pro-rata Salary £31,955 to £33,559

Kepier is seeking a dedicated Year Manager with a strong understanding of school systems and pastoral structures to lead pastoral care and learner development across multiple year groups, including primary transitions. With a commitment to holistic learner development and excellent communication and relationship-building skills, you will play a vital role in ensuring every learner feels valued, safe, and empowered to succeed within Kepier's high-expectation, supportive environment.

As Year Manager, you will play a vital role in attendance, behaviour, SEND and safeguarding, ensuring learners thrive in a supportive environment. Your responsibilities include:

- Leading pastoral initiatives to promote positive behaviour, and engagement.
- Monitoring attendance, implementing strategies to support learners as required.
- Supporting behaviour management, fostering a positive learning environment.
- Upholding safeguarding practices, working closely with safeguarding leads.
- Building strong relationships with learners, staff, and families.
- Liaising across key stages, including primary, to support transitions.
- Contributing to the development of Kepier's pastoral framework.

How to Apply

Application forms, job descriptions, and person specifications are available online at www.kepier.com

If you would like to discuss the role in further detail please email recruitment@kepier.com with the subject **FAO: Mr Van-Lindon. RE: Year Manager vacancy**

Deadline: Submit completed application forms (no additional letters, CVs, or statements) to recruitment@kepier.com by **12 pm noon, Monday 19th May 2025**. Interviews will take place on **Wednesday 21st May 2025**. Applicants not contacted within two weeks of the closing date should assume they have been unsuccessful.

We truly appreciate the time and effort required to submit an application. If you're excited about this opportunity, we encourage you to apply—we look forward to welcoming passionate educators to our team!

Please note: Kepier is committed to safeguarding and promoting the welfare of children and young people. An online search of publicly available information will be undertaken for all shortlisted candidates. All school posts are exempt from the Rehabilitation of Offenders Act 1974 and subject to an enhanced DBS check and other background vetting.

Registered Office:
Dairy Lane, Houghton-le-Spring,
Tyne and Wear DH4 5BH
Company Registered in
England and Wales:
Registered Number: 10980753

