



Person Specification

Job Title: Head of Year (MPS +TLR1a) Department/School: Pastoral/Teaching, Robert Clack School	Essential	Desirable (not essential)	Method of Assessment
1. Experience <ul style="list-style-type: none"> • Able to teach to a good or outstanding level, leading to high attainment and progress. • Successful experience of teaching at Key Stages 3, 4 and 5. • Experience of the use of assessment in order to improve pupils' progress. • Relevant pastoral experience. • A clear understanding of individual pupils' needs. • Able to demonstrate experience of the strategies available for improving the teaching and learning, attainment and progress of pupils at all levels of ability and development stages. • Experience of promoting consistently high expectations for all pupils in regard to their work ethic and behaviour. 	✓ ✓ ✓ ✓ ✓ ✓ ✓		Application Interview
2. Education, Training & Qualifications <ul style="list-style-type: none"> • A good honours degree. • A teaching qualification and UK Qualified Teacher Status (QTS). • Aware of curriculum developments in relevant subject area. • Knowledge of national strategies and developments in education and pastoral care. 	✓ ✓ ✓	✓	Application Interview

3. Knowledge, Understanding & Skills <ul style="list-style-type: none"> • Good subject knowledge in your subject area at Key Stages 3, 4 & 5. • Good organisation, planning and able to prioritise. • Flexible, adaptable and reliable. • Ability to work methodically, with good attention to detail. • Able to work calmly when under pressure. • Enthusiasm, drive and able to promote a love of learning. • Competent user of ICT. • Work in accordance with the school's policies. • Maintain confidentiality with regards to all school matters. 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		Application Interview
4. Professional Relationships <ul style="list-style-type: none"> • Able to work effectively and supportively within a team. • Excellent verbal and written communication skills when dealing with pupils, parents, visitors, colleagues and external agencies. • Ability to engage, enthuse and motivate pupils to provide a positive learning experience. • Work in accordance with the school's ethos, policies and strategies, and promote the school's ethos in the school and local, wider community. 	✓ ✓ ✓		Application Interview
5. Safeguarding, Equality & Diversity <ul style="list-style-type: none"> • A commitment to the safeguarding and welfare of children. • Commitment to Equal Opportunities and Diversity. • Commitment to continuing professional development. 	✓ ✓ ✓		Application Interview

Safeguarding and Promoting the Welfare of Children and Young People

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers and an enhanced Disclosure & Barring Service check.