



DRAYTON MANOR HIGH SCHOOL

www.draytonmanorhighschool.co.uk



Head of Pastoral Support

Salary Grade 12, Range 38-40 £50,715 – £52,725 (April 2024 NJC rates)

Monday to Friday 8:30am - 4:30pm, 35 hours per week

(including school holidays)

Start Date: September 2025

An exciting leadership opportunity has become available for an experienced pastoral professional to join the team at Drayton Manor High School as our new Head of Pastoral Support.

In this key role, you will lead, manage and support with all aspects of pastoral administration and provision across the school, ensuring the highest standards of care, support, and guidance for our students. The responsibilities will include

- Overseeing SEND, EAL and inclusion administration
- Implementation of the Attendance policy and procedures
- Managing behaviour and reward administrative systems
- Supporting Heads of Year
- Overseeing student services
- Co-ordinating the Inclusion Elevate pastoral intervention programmes
- Managing a team of pastoral support staff
- Supporting the DSL/DDSL

Drayton Manor High School is a highly popular, diverse, and successful school known for its strong traditions and outstanding reputation. Guided by our core values of Ambition, Character, and Civic Virtue, we strive to deliver a rich and inclusive educational experience. From our broad curriculum to our students' meaningful engagement in charitable and community initiatives, we are committed to nurturing responsible, capable citizens of the future.

We are proud of our strong academic results and deeply embedded pastoral ethos, and we are now seeking a dynamic leader to help us build on this success and extend the impact of our work even further.

Drayton Manor recognise, and value continued professional development, and as such, training opportunities will be made available to you throughout your career with us. Additionally, we have a legacy of developing educational leaders including supporting staff through a range of National Professional Qualifications. The successful candidate will be able to demonstrate an ongoing commitment to professional development in all areas of their practice.

Student achievement is consistently high with our most recent progress score at GCSE placing us in the top 6% of schools nationally and A level results that place us in the top 20% of schools.

We offer

- The opportunity to work for an organisation which is values driven and places our students at the centre of everything we do
- The opportunity to work with fantastic students who are aspirational and driven to succeed
- 28 days annual leave plus 8 Bank Holidays (pro-rata for part-time and TTO staff)
- Access to the Local Government Pension Scheme
- Genuine opportunities for career progression
- Magnificent buildings and an attractive and harmonious working environment
- Excellent transport links by road, bus and rail, including close proximity to the Elizabeth Line

The closing date is 12 noon, Monday 18 August 2025

Interviews will take place from Wednesday 20 August 2025 to Friday 22 August 2025

Start Date: September 2025

Drayton Manor is committed to safeguarding and promoting the welfare of all children and young people. We recognise that this is an integral factor in recruitment and selection and is an essential part of creating safe environments for all children and young people. We expect all staff and volunteers to share this commitment. Applicants will undergo enhanced child protection screening relevant to the post, including checks with past employers and the Disclosure and Barring (DBS) Service.

We reserve the right to make an appointment before the closing date, so early applications are encouraged.

No agencies or CVs.