



Day Housemaster/Housemistress (HoM)

Job Description

At Clifton College, the HoM plays a central role in both the pastoral and academic life of the school, leading a House that provides pupils with a strong sense of belonging. They are responsible for ensuring that every pupil receives the individual care, guidance, support, and encouragement needed to thrive within the Clifton community. This includes safeguarding pupils' welfare, promoting their wellbeing, supporting academic progress, and overseeing or championing their participation in the extensive co-curriculum, all while maintaining high standards of behaviour within a safe, supportive, and inspiring environment.

North Town is the oldest Day House at Clifton College, with a rich history that spans generations. Home to around 80 pupils from Years 9 to 13, it stands as a vibrant, diverse and fun community within the College. Clifton College Upper School consists of twelve Houses, five of which are dedicated to day pupils. North Town is one of the seven boys' Houses and plays a key role in the College's inclusive environment. The role is supported by a dedicated team, including an Assistant Housemaster, matrons and a House Tutor Team, all working together to provide the best possible care and support for the pupils.

Key objectives

- Promote and safeguard the welfare of all pupils in the House.
- Develop strong relationships with pupils, parents, and staff.
- Be the primary point of contact for parents/guardians.
- Lead the House team and support the development and training of staff to maintain high standards of care and support.
- Be responsible for managing supervision rotas within the House.
- Ensure effective tutoring occurs through regular 1:1 tutorials between tutor and tutee.
- Monitor and support academic progress of all pupils, including supporting Year 13 pupils with their University or apprenticeship applications.
- Monitor and support engagement with the co-curriculum for all pupils. Using SOCS effectively to monitor attendance and engagement in the Curriculum.
- Oversee participation in the highly spirited annual Inter-House programme of events.



- Actively support the College's Behaviour, Rewards, and Sanctions policy, ensuring consistency of prizes and sanctions across Houses. This includes the effective use of the House Points System to encourage positive behaviour and uphold the standards expected within the Clifton community.
- Conduct an annual audit of the House (in accordance with NMS), reviewing the House Development Plan, Fire and Risk Assessments, and ensuring compliance with Health & Safety regulations for the House building.
- Actively contribute to the development and implementation of the Pastoral Development Plan, demonstrating positive professional behaviours as part of the HoM team.
- Collaborate effectively within the HoM body to evolve the flagship House System at Clifton College, ensuring it reflects the best interests of the pupils and complies with current legislation.
- Play an active role in key Admissions events throughout the calendar year, including touring prospective families, representing the College, auditing House Handbooks and inducting new pupils.
- Attend key College events such as concerts and Chapel services, and provide hospitality to parents where required.
- Manage the House budget and ensure high standards of daily operations.
- Commit to any other requirements to ensure the smooth and effective running of the House, while providing exceptional pastoral care to all members.

Safeguarding

- Maintain up-to-date knowledge of relevant safeguarding legislation including KCSIE.
- Follow the College's safeguarding policies and procedures.
- Report all concerns on CPOMS liaising promptly with the Deputy Head Pastoral and/or the Designated Safeguarding Lead.
- Attend regular safeguarding training.
- Ensure awareness and application of all relevant College policies are adhered to by staff in the House.



Values & Professional Behaviours

- Uphold Clifton College's Core Values of spirit, integrity, and resilience, serving as a role model for professionalism and meeting the expectations of the College.
- Demonstrate a calm and friendly disposition, with warmth, humour, and emotional intelligence.
- Exhibit excellent interpersonal and communication skills.
- Maintain a fair and consistent approach, with a commitment to pupil wellbeing, discipline and development.
- Support a culture of respect and inclusivity, promoting a positive and cohesive House identity.
- Engage in continuous professional development, both in the classroom with a focus on teaching and learning, and the pastoral sphere, attend mandatory training, and stay informed on the latest developments in education and pastoral trends.

Knowledge, Experience & Skills

Essential:

- In-depth understanding of the pastoral needs of children and young people, with the ability to respond proactively to their individual requirements.
- A demonstrated commitment to continuous professional development in the pastoral field, actively seeking opportunities to enhance expertise beyond mandatory training.
- Proven experience of excellence in management, whether within pastoral care, academic departments, or the co-curriculum.
- Exceptional organisation with an ability to manage competing priorities and a busy workload.
- Ability to build and maintain strong, positive relationships.
- Confident decision-making and sound judgement.
- Flexible, resilient, and able to act using initiative.

Desirable:

- Experience or an understanding of what working in a busy boarding school entails.
- Awareness of current pastoral challenges within wider society
- Understanding of university/apprenticeship processes for post Clifton options.



Key Qualifications

- A university degree
- Ability to teach an academic subject (*the role has a significant reduction in teaching allocation*)
- First Aid Training (*provided in-post*)
- Fire Marshal & Risk Assessment Training (*provided in-post*)
- Desirable: Mental Health First-Aid (*can be provided in-post*)

This role offers a significant opportunity to shape the lives of young people and contribute to the wider life of Clifton College. It is ideal for someone passionate about education, committed to the wellbeing of pupils, and excited to lead a vibrant and supportive House community