

JOB DESCRIPTION

Job Title:	Deputy Head Boy / Girl
Responsible to:	Assistant Head Teacher (Cultural Capital) & the Head Teacher
Role:	The Deputy Head Boy / Girl will stand in for the Head Boy / Girl when required in addition to carrying out the role of Prefect. The Prefect role is to act as a role model to other pupils, showing respect and loyalty to Woodlands School and be the best representation for the school. The Woodlands School ethos is to be Aspirational, Resilient and to make the most of all the Opportunities on offer, with all three leading to Excellence. As Deputy Head Boy / Girl you must uphold and represent this in your everyday life in the community and in school.
Personal Skills / Qualities:	The role of Deputy Head Girl / Boy requires skills in public speaking, and listening to alongside leading a team. You are expected to have excellent attendance & punctuality, and be a role model to all other pupils.
Applications:	To be considered for the role of Deputy Head Boy / Girl you must first apply to be a Prefect, these applications are made in the Spring term of Year 10 using the attached application form and sent to the Head of Year. If taken to interview a member of the SLT or other senior staff member will recommend successful applicants for the position.
Positions:	There are 2 positions available for Deputy Head Boy / Girl. Positions are only available to Year 10 pupils.

Responsibilities / Duties

- Continue to have an attendance and punctuality record above 98%.
- Act as a role model to others around the school.
- Consistently uphold and demonstrate the AROE ethos.
- Attend and support at all Parents' Evenings (Year 7-10).
- Attend and support with any Open Evenings.
- Support the HOY with additional duties around the school when required.
- Carry out lunch and break time duties around the school.
- Serve as part of the Junior Leadership Team and support in delivering assemblies.
- Work with the House Captains in each year group to organise House Events.
- Act as mentors / buddies to other pupils.
- Attend regular meetings with the Assistant Head Teacher for Cultural Capital & the Head Teacher.
- Work with the Head Boy / Girl to coordinate Y11 celebration events (Leavers' assembly / Yearbook / Prom).
- Stand in for the Head Boy / Girl when required.

