

## JOB DESCRIPTION

<b>Job Title:</b>	Head Boy / Girl
<b>Responsible to:</b>	Assistant Head Teacher (Cultural Capital) & the Head Teacher
<b>Role:</b>	The role of Head Boy / Girl is to represent the school and uphold the AROE ethos in addition to carrying out duties associated with a Prefect. Similarly, Prefects act as role models 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 Head Boy / Girl you must uphold and represent this in your everyday life in the community and in school.
<b>Personal Skills / Qualities:</b>	The role of Head Boy / Girl requires skills in public speaking, communication, alongside working as part of and leading a team. You are expected to have excellent attendance & punctuality, and be a role model to all other pupils. You should demonstrate the ability to be responsible, reliable, innovative, and willingness to contribute to the school and wider community.
<b>Applications:</b>	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 Autumn-Spring term of Year 10 using the attached application form and sent to the Assistant Head Teacher for Cultural Capital. You must indicate in your Prefect application that wish to be considered for this position. If successful at interview you will be asked to apply in writing to the Head Teacher.
<b>Positions:</b>	There are 2 positions available, one for Head Boy and one for Head Girl. Positions are only available to Year 10 pupils.

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### 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 time and break duties around the school.
- Serve as part of the Junior Leadership Team and support with 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.
- Coordinate Y11 celebration events (Leavers' assembly / Yearbook).
- Record the School's answer phone message.



- Deliver a speech at Open Evening and other main school events.
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### Salary

- 50 'Aspiration' ePraise points per half term.

