



A MOORLANDS LEARNING TRUST ACADEMY

Recruitment Pack

Year Leader

Start date: February 2026

Part Time, Permanent,
Term Time Only plus 5 days



Vision

Together we belong, develop character and achieve excellence



Values



Kindness



Resilience



Responsibility

Curriculum Intent



Promotes a love of learning and provides an environment for all students to succeed in, whatever they aspire to do.



Places high value on the breadth, acquisition, retention and application of knowledge.



Enriches and bridges gaps in cultural knowledge.



Year Leader

Location: Rawdon, Leeds

Contract: Permanent

Start Date: February 2026

Closing Date: 8am on Monday 5th January 2026

Actual Salary: £29,613 - £31,272 (TTO + 5 Days)

This is an exciting opportunity for a talented colleague to join our vibrant and ambitious school as a Year Leader.

Benton Park School is a thriving, inclusive comprehensive school located in Rawdon, on the outskirts of Leeds. With over 1,500 students—including a vibrant Sixth Form of over 200—we are proud to serve a diverse and supportive local community. Our recent move into a £28.5 million state-of-the-art building has created an inspiring environment for learning and working, underpinned by cutting-edge classroom technologies.

As part of the Moorlands Learning Trust, we are committed to delivering a truly aspirational education for all. Our school vision—"Together we belong, develop character and achieve excellence"—captures our belief in the power of community, personal growth, and high achievement. We are proud to be a school that goes from strength to strength, with good behaviour and attendance and strong outcomes and destinations for our students.

Our values—Kindness, Resilience, and Responsibility—shape our culture and guide every interaction. They underpin our commitment to developing confident, compassionate, and capable young people who are ready to make a positive contribution to society.

We celebrate the importance of community through a rich calendar of events that bring our school to life. Highlights such as Live in LS19 music festival, Enterprise Day, Sports Day, and our school performances provide students with opportunities to showcase their talents, develop leadership and teamwork skills, and build lasting memories. These events unite students, staff, families, and the wider community, reinforcing our ethos and strengthening the sense of belonging that defines Benton Park.

Our curriculum is broad, balanced, and enriched by opportunities for personal development, leadership, and community engagement—including strong partnerships with local primary schools through the Aireborough Learning Partnership Trust. We also take pride in our unique morning meeting structure, our strong pastoral care, and our relentless focus on effective teaching and mentoring, which together ensure excellent outcomes and a strong sense of connection for every student.

Benton Park is more than a school—it's a place where students grow, belong, and flourish.



About Benton Park School

Benton Park School is a popular and oversubscribed comprehensive school located to the north-west of the vibrant and diverse city of Leeds. We are proud to serve a wide catchment area including Rawdon, Yeadon, Calverley and Farsley as well as areas further into Leeds and Bradford. Our families are incredibly supportive, and we work closely with a number of local primary schools through strong partnerships, including our work with the Aireborough Learning Partnership Trust.

We are fortunate to have benefited from a £28.5 million investment in our premises, resulting in a state-of-the-art learning environment that inspires both students and staff. Our bespoke Sixth Form centre has been extensively refurbished to create a welcoming and aspirational space for post-16 study, and our Sixth Form continues to grow in strength and popularity.

Our vision—"Together we belong, develop character and achieve excellence"—drives every aspect of our work. It is supported by our core values of Kindness, Resilience, and Responsibility, which underpin our inclusive ethos and commitment to developing well-rounded, confident young people. Our Personal Development Curriculum places a strong emphasis on mental health and wellbeing, helping students to build the skills and character needed for success in life beyond school.

We believe in celebrating success and fostering a culture of inclusivity and positivity. Our rewards system recognises students who go above and beyond, and our philosophy—a busy student is a successful student—is reflected in the wide range of enrichment opportunities we offer. These include lunchtime and after-school clubs, educational visits both in the UK and abroad, and a thriving Duke of Edinburgh Award programme.

Community events are central to our school identity. Annual highlights such as Live in LS19 music festival, Enterprise Day, Sports Day, and our school performances bring our community together, showcase student talent, and reinforce our values in action. These events help build character, confidence, and a strong sense of belonging—making Benton Park not just a place to learn, but a place to grow and thrive.



Welcome from the Headteacher



Thank you for your interest in joining Benton Park School.

As a Year Leader, you would play a vital role in supporting our vibrant school community and helping to shape a strong, positive, and successful learning experience for all students. Your contribution would be part of a wider team effort that ensures every child feels safe, supported, and ready to thrive.

We are looking for a highly motivated, positive colleague who can contribute to maintaining excellent standards in all areas of school life. A team player, you will have the ability to form high-quality relationships with staff, students, and families alike.

Benton Park is a thriving, inclusive and oversubscribed comprehensive school located in Rawdon, on the outskirts of Leeds. We serve a diverse and supportive community and we are proud to recognise and celebrate this. Our school is proud to be part of the Moorlands Learning Trust, and we continue to go from strength to strength—with excellent behaviour, great attendance and strong outcomes and destinations for our students.

Our vision—"Together we belong, develop character and achieve excellence"—drives every aspect of our work. It is underpinned by our core values of Kindness, Resilience, and Responsibility, which shape our culture and guide every interaction. We are proud to have received national recognition for our inclusive and values-driven approach, including the RED Award for Diversity and Inclusion and the UK Gold Feminista Award for promoting gender equality and student voice.

We take an evidence-informed approach to school improvement. There are no gimmicks or silver bullets—just a relentless focus on doing the simple things well, every day. Our 'warm-strict' approach instils strong learning habits and helps students become better qualified, more successful, and happier. We expect students to follow routines, wear their uniform with pride, and be fully engaged in their learning.

Our curriculum is designed to ensure students know and remember more as they progress, with clear Learning Journeys and Progression Models that promote mastery and a love of learning. We place high value on the breadth, retention, and application of knowledge, and actively work to enrich and bridge gaps in cultural capital.

We also celebrate success at every opportunity. Our positive rewards culture recognises students who go above and beyond, and our philosophy—a busy student is a successful student—is reflected in our wide range of enrichment opportunities. These include lunchtime and after-school clubs, educational visits in the UK and abroad, and a thriving Duke of Edinburgh Award programme.

Community events are central to our identity. Annual highlights such as our music events including our Live in LS19 festival, Enterprise Day, Sports Day, and our school performances bring our community together, showcase student talent, and reinforce our values in action. These events help build character, confidence, and a strong sense of belonging.



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Our Personal Development Curriculum places a strong emphasis on mental health and wellbeing—ensuring students are equipped not only for academic success but for life beyond school.

Joining Benton Park means becoming part of a school that is ambitious, inclusive, and deeply committed to making a difference. We look forward to welcoming a new colleague who shares our values and wants to contribute to our continued success.

Mr N Skilton
Headteacher



Teaching and Learning at Benton Park

I Do, We Do, You Do

Our teaching model is built around Rosenshine's Principles of Instruction and follows I Do, We Do, You Do. Teachers ensure that they model excellence before scaffolding and guiding students to produce the best quality work possible. This enables students to then produce outstanding work during their independent practice.

Learning Journeys and Progression Models

All of our teaching is built around our Learning Journeys and Progression Models. We believe that students should 'master' their learning and, in doing so, know and remember more. Our subject areas have developed high-quality and effective Learning Journeys and Progression Models to support this and ensure there are opportunities for immediate and effective feedback.

Subject Specialism

We use every opportunity to connect students with subject specialists both inside and outside the school. The through-school approach helps us to offer students the chance to see their learning through the eyes of experts and to experience learning which has been developed and delivered by specialists.

Professional Development

Developing our staff is incredibly important to use. All staff have access to professional development across the school calendar. We believe that the best professional development is not a one-off event but a process. To support the development of teaching across the school we use Teaching Walkthrus. Many of our staff also access external courses including NPQs.

Benton Park Fundamentals

At Benton Park, we build our teaching around some crafted fundamentals to support teaching and learning. We explicitly teach these to our students to ensure that learning time is maximised and that transitions are effective. We pride ourselves on support all learners, including our most vulnerable, having access to the highest quality support through these fundamentals

Reading

Reading, and literacy, form central pillars of our approach with students. Students have the opportunity to be read every morning to develop their reading and also their cultural capital. We expect every member of our School community to talk in full sentences at all times to support our drive for improved oracy and, subsequently, literacy levels.



JOB DESCRIPTION

Year Leader

Allowances:	S01
Responsible to:	Key Stage Leader

PURPOSE OF THE JOB:

The post holder is responsible for overseeing the provision, monitoring and review of effective pastoral support systems aimed at ensuring that students obtain positive outcomes.

The post holder will be responsible for developing and implementing creative and effective strategies to meet the needs of identified students.

The role will act as a key link between the school, students and families and SLT/Extended leadership, this will include the organisation and delivery of internal and external key school events.

Work with the Key Stage Leaders and SLT to ensure the planning and delivery of an effective and supportive transition process, including excellent communication and follow up with students, parents/carers, internal and external partners.

To develop and implement targeted strategies to secure good progress and the positive welfare of disadvantaged students, and to measurably close the gap between the outcomes of disadvantaged students and their peers. This includes monitoring and evaluating the impact of a range of strategies using school data systems.

To develop and implement targeted strategies with identified students to secure good attendance, behaviour and attitude to learning. This includes monitoring and evaluating the impact of a range of strategies and providing clear and accurate information relating to attendance.

The specific responsibilities include:

- To work closely with the Key Stage Leader to ensure that all aspects of the Pastoral and Academic run efficiently and effectively and to support and deputise for the Key Stage Leader in their absence.
- To work as part of the Pastoral team to establish a Key Stage ethos which creates a climate for great learning, success and opportunity and establishes high expectations for student progress and behaviour.
- Liaise with the SLT to ensure positive experiences for all students, including leading internal and external key school events.



- Ensure effective provision of pastoral support to all students as directed by SLT, Key Stage Leader and SENCO
- Liaise with Key Stage Leaders, Attendance Officer, SENCO and external agencies to develop, implement, monitor and evaluate effective student support packages to manage complex issues related to Health, Behaviour, Attendance, Progress or Early Help.
- Liaise with Key Stage Leaders, SENCO, parents/carers and external agencies to develop, implement and monitor effective Individual Behaviour Plans, Personal Support Plans, Positive handling plans and Individual Student Risk assessments. This may also include quality assurance and/or review of the Plans and assessments developed and delivered by others.
- Develop, deliver and evaluate specialised, targeted programmes for groups and individual students. This will include the use of data to identify targeted groups and measure the impact of support programmes.
- To act as a key link liaising with staff and SLT/Wider leadership regarding pupil behaviour, information sharing and progress, disseminating information to the team as appropriate.
- Working closely with the Key Stage Leader develop and implement agreed reward and recognition systems the year group, targeted groups and individuals, as appropriate.
- Contribute to the planning and delivery of meetings for targeted year groups and their parents/carers including overseeing any appropriate follow up actions.
- To support PSHCE and SRE delivery in school including 1:1 and small group work as well as the delivery of year group assemblies.
- To work with Key Stage Leaders to ensure positive relationships with parents/carers are developed and maintained in order to build effective and productive links between home and school ensuring effective communication.
- Oversee the development, delivery and evaluation of specialised, targeted programmes for groups and individual students working in partnership with Key Stage Leaders and the SENCO.
- Provide professional support and expertise to staff, students and mentors in relation to mentoring schemes.
- Liaise with internal and external colleagues and professionals to oversee the sourcing and delivery of appropriate alternative provision that meets the needs of students.
- Oversee work placement and enrichment provision for students, taking prompt and appropriate action to deal with any issues.
- Develop effective strategies in liaison with SLT, Extended Leadership and the Attendance Officer to improve punctuality and attendance including targeted strategies for attendance in relation to internal and external exams and assessments for high risk pupils.



- Develop effective strategies to identify and prevent students becoming NEET.
- Maintain and monitor effective behaviour recording systems, this will involve giving advice and support to colleagues in relation to appropriate recording of behaviour issues, analysis of behaviour patterns and follow up strategies.
- Assist in the supervision, training and development of staff in relation to pastoral systems and behaviour management including the dissemination of specialist advice and training.
- Liaise with other schools and colleges to ensure the appropriate transfer of information and enable effective reporting, this will include behavioural information as well as liaising to ensure any Child Protection files are transferred.
- Maintain and monitor effective behaviour recording systems, involving giving advice and support to colleagues in relation to appropriate recording of behaviour issues and specific strategies for identified students.
- To collate and analyse pastoral data and create reports for ELT, SLT and Governors as appropriate.
- Support the effective development and supervision of systems in the isolation area, including providing isolation supervision as required and escalating any issues to the appropriate level.
- Contribute to the management and delivery of the detention system including preparation, supervision and follow up.
- Effective and appropriate management of student pastoral data to ensure accurate, comprehensive and confidential records are maintained in line with school systems and procedures. This will include file reviews and overseeing any appropriate follow up actions to ensure consistency of delivery and recording whilst maintaining the security and integrity of the data.
- Provide support to the wider pastoral team to facilitate the effective running of pastoral and isolation systems ensuring that students are provided with optimal opportunities for learning and assessment. This will include strategic planning and coaching to modify student behaviour so that students can be successfully reintegrated into mainstream classes. This may involve development and implementation of positive and creative strategies for disaffected students.
- Contribute to the safeguarding and wellbeing of all students.
- Provide appropriate supervision for students both in school and on visits, trips and out of school activities as required. This will include the organisation and supervision of detentions, isolation, student support and the pastoral area.
- Undertake any other reasonable duties at the request of the Headteacher or SLT



Additional Duties

- To be First Aid trained and respond to requests for First Aid in line with the First Aid Policy.
- The post holder may be required from time to time to undertake additional lunch, break and after school duties as requested by SLT.
- The post holder may be required from time to time to assist with the invigilation and/or administration of internal and/or external assessments.
- Support and promote the school's policies on diversity and equality of opportunity
- To be aware of, and comply with, policies and procedures relating to child protection and safeguarding, ensuring all concerns are reported appropriately and in a timely manner.
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VARIATION IN ROLE

- Given the dynamic nature of the role and structure of Benton Park School, it must be accepted that, as the school's work develops and changes, there will be a need for adjustments to the role and responsibilities of the post. The duties specified above are, therefore, not to be regarded as either exclusive or exhaustive. They may change from time to time, commensurate with the grading level of the post and following consultation with the post holder.

HEALTH & SAFETY

- The post holder will make themselves familiar with the requirements of the Health and Safety Policy which are relevant to their work.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.



PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Maths and English GCSE at Grade C or equivalent.	Counselling Qualifications, Experience/qualifications in Youth work/Education
EXPERIENCE	<p>Experience of working with children or young people with complex needs.</p> <p>Experience of complex / specialist behaviour management</p> <p>Experience of developing, reviewing and implementing IEP/IBPs, risk assessments, health care plans.</p> <p>Experience of providing specialist pastoral support students in the 11-16 age range.</p> <p>Experience of multi-agency working.</p> <p>Experience of leading a pastoral team.</p>	<p>Experience of delivering targeted specialist intervention in relation to pupils at risk of becoming NEET.</p> <p>Experience of leading on Early Help Plans</p> <p>Experience of leading events</p>
KNOWLEDGE	Working knowledge of current theory and practice in relation to working with children and families with complex needs. Knowledge of safeguarding legislation and guidance.	
SKILLS	<p>Good organisational skills</p> <p>Able to work effectively as part of a team</p> <p>Excellent interpersonal skills</p> <p>Excellent written and oral communication skills</p>	<p>Can demonstrate a flexible approach to problem solving.</p> <p>Can provide clear examples of staying calm under pressure.</p>



	<p>Negotiating/Influencing skills</p> <p>Able to use a variety of ICT packages effectively</p>	
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We are actively committed to safeguarding and promoting the welfare of our pupils and expect all staff and volunteers to share this commitment. All appointments will be made subject to an enhanced DBS disclosure.

We promote diversity and want a workforce, which reflects the population of Leeds.



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