



## Pastoral Officer and DDSL

**Post Title:** Pastoral Officer and DDSL  
**Location:** North Halifax Grammar School (NHGS)  
**Reporting to:** Assistant Headteacher (DSL)  
**Contract Type:** Permanent

We are delighted to offer an exciting opportunity for a committed and enthusiastic Pastoral Officer and DDSL to join North Halifax Grammar School. We are a school with an excellent reputation for high standards of achievement and behaviour.

Our governors and staff are committed to continuous improvement and welcome candidates with drive and determination to work in an environment that inspires and challenges students of all abilities and backgrounds to achieve all they can and become the changemakers of tomorrow.

### About the Role

To provide comprehensive pastoral support across the school supporting the Designated Safeguarding Lead (DSL) and wider leadership team. To embody and promote the values of NHGS and assist in the delivery of the NHGS Strategic Improvement Plan.

## Main Purpose of the Role:

- To support students who have Children's Social Care involvement or who are judged to be at a safeguarding risk and support them to achieve their academic potential.
- To liaise with families, colleagues and outside agencies regarding any concerns relating to the safeguarding of students and document all actions on the school's safeguarding systems.
- To respond to incidents in a timely manner as they occur in school and to ensure timely and effective communication with families and colleagues.
- To support the DSL in ensuring that all requirements of Keeping Children Safe in Education and other statutory guidance are met.

Full details of the role and responsibilities can be found in the job description.

We warmly welcome prospective applicants to visit our school prior to submitting an application. A visit will give you the chance to experience our ethos first-hand, meet our dedicated team, and see our learning environment in action. To arrange a visit, please do not hesitate to contact 01422 231422.

By joining our School, we can offer you:

- A supportive and friendly community of colleagues and;
- A cohort of bright and engaged students who want to succeed and learn.



### **Professional Development & Excellence**

We are committed to professional growth and excellence, offering high-quality CPD, mentoring and tailored development opportunities at every career stage. Through collaborative practice, leadership support and partnerships in Initial Teacher Education we foster a culture of continuous learning.



### **Health and Well-being**

We believe that "looking after our own" is the foundation of a successful school culture. We provide a comprehensive support system that goes far beyond the classroom:

- **Access to Medicash Health Plan:** A health cash plan which reimburses everyday healthcare costs and includes counselling, mental health and well-being support.
- **Annual Well-being Initiatives** including flu vaccinations.



### **Financial Benefits**

As an employee at NHGS you will be part of the West Yorkshire Pension Scheme (for associate staff) and Teachers Pension (for teaching staff) for which the Academy pays a substantial contribution into on your behalf for your retirement.

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Therefore, this post requires an Enhanced Disclosure and Barring Service check.

An online search will be undertaken on all shortlisted candidates. This search does not form part of the shortlisting process, and you will have the opportunity to discuss any issues of concern that may arise from this search at the interview.

Artificial intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own applications may be withdrawn and internal candidates may be subject to disciplinary action.