



Head of Year

Recruitment Brochure

September 2026

Start date September/October 2026



SIR WILLIAM ROBERTSON
ACADEMY

Proud to be part of



About Sir William Robertson Academy

Sir William Robertson Academy is a highly successful 11 to 18 non-selective school in Lincolnshire. We are proud to be one of the most sought-after schools in the area, with families recognising the benefits of a high-performing school set within a peaceful rural location.

At the heart of our work is a commitment to ensuring that every pupil aspires to be the very best they can be. This principle underpins our vision and drives the carefully planned curriculum and wider opportunities we provide. Children come first at Sir William Robertson Academy, a value shared across all schools within Aspire Schools Trust.

We embrace the words of pioneering aviator Amelia Earhart, "No Borders, Just Horizons", reflecting our belief in the limitless potential of every young person. We encourage our pupils to be ambitious, embrace opportunities and develop the confidence to succeed in whatever path they choose.

Our first priority is to ensure that every pupil feels safe, happy and valued within our school community. We are committed to equipping young people with the knowledge, skills and character needed to thrive in adulthood and navigate an ever-changing, technologically advanced world.

Aspire Schools Trust

Sir William Robertson Academy is a proud member of Aspire Schools Trust. Together, we are committed to delivering an outstanding education for all pupils, regardless of their starting point.

The Trust is underpinned by its ASPIRE ethos and a strong moral purpose to improve outcomes for young people. Through collaboration, shared expertise and a culture of continuous improvement, our schools work together to raise achievement, broaden aspirations and provide exceptional opportunities for all pupils across the communities we serve.



SIR WILLIAM ROBERTSON
ACADEMY



Job title: Head of Year

Working pattern: Term Time plus 2 Weeks

Contract Term: Permanent

Start date: starting September/October 2026

Salary: NJC 24 - 28; Starting at £31,196 Actual (£35,412 FTE)

The excellent reputation Sir William Robertson Academy enjoys for pastoral care is built on the unwavering commitment of our pastoral team. From Heads of Year and Base Tutors to Attendance Officers and teaching and support staff across the school, our colleagues work tirelessly to ensure every student feels valued, supported and inspired to ASPIRE and achieve their full potential.

The Role

We are seeking an energetic and enthusiastic Head of Year with excellent communication skills and a flexible approach to contribute to the outstanding work of our pastoral team.

The successful candidate will work closely with fellow Heads of Year to ensure that our pupils are safe, happy and fully engaged in their learning. They will lead a team of Base Tutors and take responsibility for a year group of approximately 180 pupils.

In addition, the post holder will support the coordination of mental health provision across the school, helping to ensure that students receive the guidance and support they need to thrive.

This is a varied and rewarding role that requires adaptability, strong organisational skills and excellent attention to detail. Above all, we are looking for someone with a positive, proactive attitude and a genuine ability to build strong relationships with young people.

Experience of safeguarding, child protection and child mental health is desirable; however, comprehensive training and support will be provided.

The hours for this vacancy are 37 per week/40 weeks per year (term time plus 10 inset/additional days), and are Monday to Friday, between 8.00am and 4.00pm.

Our school is committed to inclusion and to safeguarding and promoting the welfare of children and young people. The school expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check.

Tours of the school are warmly welcomed, to arrange a tour please contact HR@swracademy.org, tours will take place in the new school term on the 3rd and 4th of September.

Application closing date, Sunday 6th September 2026 at Midnight

Interviews will be scheduled week beginning 7th September 2026

The Trust reserve the right to close the advert early if a sufficient number of applications are received, therefore early applications are encouraged.



**SIR WILLIAM ROBERTSON
ACADEMY**



	Essential
Qualifications	Grade 4 or above in English and Maths GCSE Other relevant CPD or qualifications (Desirable)
Experience	Experience of working in a school environment or other educational setting; Experience working with children / young people with additional needs (e.g. SEND, behavioural, mental health) Experience supporting and working with parents of young people with additional needs Experience of tailoring plans and delivering targeted interventions Experience working with colleagues and external stakeholders (e.g. from external agencies) Ability to support pupils across the 11-18 age range.
Knowledge & Skills	Ability to communicate effectively with 11-18 year old students Ability to communicate effectively with other organisations and networks Excellent listening skills Effective written and verbal communication skills Knowledge of the barriers to learning that pupils may face



Knowledge & Skills (Continued)	Able to use IT systems and to conduct analysis and produce reports Able to create good relationships with children, staff, parents and external agencies Knowledge of available support services in the local area Safeguarding of children and young people.
Personal Attributes	A genuine liking for young people Patient and calm Wants to provide the best possible opportunities for all pupils Organised, good time management, proactive and self-motivated Upholds and promotes the ethos and values of the school Able to work under pressure and prioritise effectively Maintains confidentiality at all times Committed to safeguarding, equality, diversity and inclusion Reliable A commitment to continuous professional development A willingness to be involved in extra-curricular activities A commitment to upholding the values and policies of the school - particularly with regard to promoting the welfare of, and safeguarding, children.

