



Personal Specification for the role of Head Boy or Head Boy Team

Qualifications and experience

- ✓ Behavioural record should be good. Few if any points lost.
- ✓ Attendance record should be excellent.

Personal skills and aptitudes

- ✓ Self-confident: be bold and assertive.
- ✓ Ability to speak in public, to students and adults.
- ✓ To be an approachable individual to whom students can come to for assistance or support.

Team working skills

- ✓ Be organised and resourceful.
- ✓ Be polite, honest, reliable, punctual and hardworking.
- ✓ Demonstrate interest and ability in the area of the post applied for.

Accountability

- ✓ Head Boy, Head Girl or Prefects are ultimately responsible to the Senior Pastoral Team.
- ✓ On a day to day basis Prefects are responsible individual members of staff working in their duty area.

Responsibilities

- The main roles are maintaining discipline, helping staff, supporting younger pupils and organising events.
- Head Boy and his team, will represent the school image positively, ensuring the pursuit of academic excellence and orderly behaviour.
- Head Boy and his team, will work to ensure that their moral and academic life shall always be a model for the student community to emulate.
- Head Boy and his team, must adhere to School rules and regulations at all times.
- The main duty of the Head Boy is to maintain an atmosphere of friendly cooperation, peace, discipline and unity in the school.
- Head Boy and his team should serve as mentors to younger students.
- Head Boy and his team must liaise and collaborate with each other, as a team, to ensure efficiency and smooth running of their own area of responsibility and of the school as a whole.
- Head Boy and his team high academic and behavioural standards must be maintained.
- Help with organising whole school events, such as the prom, non-school uniform day, House Games etc.

Removal from post of prefect

Any Head Boy of team member who fail to adhere to the *Prefect Code of Conduct* or fail to maintain the role and responsibilities of the role will be given a notice of intention to remove their status.