



### Head Boy and Head Girl Role description.

**Main Purpose of the Role:** To support the Head Teacher, Deputy Head Teacher and Senior Leadership Team in promoting and representing the school.

- To be an active and enthusiastic member of Broadfield Community Primary School
- To act as an ambassador of Broadfield Community Primary School at events such as staff interviews, parent's evenings, community days
- To act as a role model for other pupils in terms of behaviour, uniform and attitude to staff and the school
- To speak to everyone in a polite and respectful manner.
- To assist visitors to the school by being polite, friendly and courteous.
- To help children new to the school with the process of "settling in".
- To play a leading role, including speaking at school events such as: assemblies, performances, community events
- To raise awareness of important issues
- To help organise teams of children to assist at school events.
- To set a good example to other school monitors at all times

#### Person Specification

Suitable Candidates must be/have	Essential/Desirable
Responsible	E
Reliable	E
Organised	E
Able to Manage other people	D
Empathetic to others' needs	E
A good listener and communicator	E
Willing to give up lunch times and occasions after school for different events	E
A good communicator and listener with pupils and staff	E
Able to attend and speak at school events	E
Able to support staff in different roles throughout the school	E
Interested in shaping the future of the school	E

It is expected that the Deputy Head Boy and Girl will stand in for the Head Boy and Girl if they are unavailable and carry out duties as directed by the Head Boy and Girl.