



## **Head/Deputy Student**

### **Role Descriptions**

The Head and Deputy Head students have a vital role in raising the profile of the Sixth Form. They are chosen as role models to the rest of the Sixth Form and the Lower School for their hard work, dedication and positive attitude. They are also expected to be involved in various functions and events throughout the school year. They will be required to make themselves available at short notice to meet and greet guests, or to conduct tours of the school, and to have regular meetings with the Head of Sixth Form to provide feedback and discuss issues arising within the remit of Sixth Form life.

Head and Deputy Head students will:

- have a high personal standard of politeness, dress and punctuality
- be conscientious, supportive, reliable, and helpful

General roles will include:

- Making speeches/representing the school at:
  - Open Evenings
  - Awards Evening
  - Post-16 Evening
  - Parents' Evenings
  - Plus other events throughout the year
- Meeting and greeting visitors to the school
- Year 6 Orientation – assisting with the induction of new students
- Chairing the School Council (supported by staff)

Sixth Form-specific functions:

- Assisting in the induction of the new Year 12 intake
- Helping to organise Sixth Form social activities
- Passing on suggestions for improvements to Sixth Form facilities, procedures and services
- Offering support and advice to the new Year 12 intake
- Organising and participating in Final Assemblies