



Lord Lawson of Beamish Academy Year Leader

Application Pack





Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

Dear Applicant,

Thank you for your interest in the post of Year Leader at Lord Lawson of Beamish Academy. I hope that the information in this pack is valuable to you when deciding whether to apply for the role and in your preparation for applying.

Lord Lawson of Beamish Academy is a successful 11–18 mainstream co-educational academy that continues to improve rapidly. Our work is underpinned by our values of trust, respect, courage and ambition. In our most recent Ofsted inspection in December 2025, inspectors recognised the significant progress we have made, stating that “pupils achieve well, enjoy their learning and blossom at this welcoming school”. Attendance and behaviour were judged to be at a Strong standard, reflecting the calm, orderly and respectful culture that has been established. Inspectors also highlighted the strong relationships across the school and the inclusive pastoral support that ensures pupils feel safe, cared for and able to thrive. Achievement remains in line with national averages and continues to improve across a range of subjects. We are committed to embedding improvements so that future cohorts achieve well.

We are a school that is an excellent place to work and learn. Our ambition is to offer outstanding education – within the classroom and far beyond – that engages and stretches all our students. Our staff are energetic, committed and able; our leaders are strategic and well-motivated; our governors are hugely supportive and suitably ambitious. The school is full, and parents want their children to do well. We have a sixth form that is small but focused and successful. Our facilities are outstanding and well maintained.

We have high expectations of our staff. We also recognise that our staff are our greatest asset, and we treat them with respect and care for their wellbeing. We are currently aiming to implement our Vision for Staff, which we co-developed with staff. Staff are happy here; Lord Lawson of Beamish Academy is a good place to work. 82% of staff respondents to the SSAT annual survey agreed or strongly agreed with the statement ‘I would recommend this as a good place to work’. The national average for secondary schools in the survey was 74%.

We value the development of all our staff, and you will develop further during your time here. We provide an exceptional programme of CPD for staff. 82% of respondents to the SSAT annual survey agreed or strongly agreed that they have opportunities to participate in high quality professional learning and development (national average for secondary schools: 68%). Staff develop rapidly here; and consequently, we have very low levels of staff turnover. This vacancy arises because due to the retirement of the current postholder.

Our next steps are to build on our recent achievements, and to further improve the attainment and progress of our disadvantaged students, including those with SEND. We also want to engage more effectively with our community and continue to expand our already thriving extra-curricular offer for our students. Alongside these aims, we will expand our sixth form further, by attracting applications from other local schools, as well as ensuring more of our students complete key stage 4 with the qualifications and aspirations required for further academic study.

I welcome your interest in this position, and I look forward to receiving your application.

With best wishes,

Dr Andrew Fowler
Principal

Trust

Respect

Courage

Ambition



Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

Dear Applicant,

Thank you for your interest in the post of Year Leader. I hope this letter gives you a helpful insight into our pastoral team and the vital role it plays in supporting our students. This is a full-time position and offers an excellent opportunity to contribute to the wellbeing and development of our young people. As this role combines pastoral leadership with classroom practice, the successful candidate must be able to teach and will be allocated an appropriate teaching timetable.

As Year Leader, you will quickly become part of our mission to transform the education and life chances of around 1,350 children in Birtley on the southern edge of Gateshead. You will join an ambitious and collegiate team of senior and middle leaders who are passionately committed to improving the school for the benefit of its students. The current leadership team has led a transformational programme of school improvement.

Our students are well known locally for their exceptional engagement in a wide range of sporting activities, and our visual and performing arts provision is particularly strong. Students take advantage of more than fifty lunchtime and after school opportunities each week and have raised thousands of pounds for local and national charities. Opportunities for student leadership are plentiful. Classrooms are calm and settled, creating a purposeful atmosphere. Our professional development programme for staff is evidence led and flexible, and colleagues at all levels value the opportunities to discuss, reflect on and develop their practice. This is a pivotal and exciting time to join our pastoral team.

Year Leaders are essential pillars of our pastoral structure. They help ensure both the academic progress and personal development of all students within a year group. For this post, the successful candidate will be appointed as the Year 7 Leader. Working closely with senior leaders, their Deputy Year Leader and tutors, Year Leaders coordinate the wellbeing and progress of students while communicating with teachers and senior leaders, parents and carers. They enact the academy's vision and values and drive progress towards our strategic goals. Under our current pastoral structure, the Year Leader and Deputy Year Leader for Year 7 remain consistent throughout each academic year. This continuity ensures robust, sustained support for students during the critical transition from primary to secondary school and into Year 8. The Year 7 leader holds responsibility for transition. The other year teams take their students from Year 8 through to Year 11.

Our students deserve the best and most effective pastoral support we can offer so they can be happy and successful now and in the future. Working together, colleagues have significantly improved our culture for the benefit of our students. In recent years, attendance has risen by more than 6% and behaviour has been transformed. These improvements have created the conditions for far more effective teaching and learning. Despite local and national challenges, we continue to strengthen our culture, and Year Leaders are central to the next phase of this development.

The pastoral team at Lord Lawson of Beamish Academy brings together a broad range of expertise to support our students to grow, learn and succeed. As Deputy Principal for Pastoral Care and Inclusion, I hold overall responsibility for the pastoral team. Each year group has a teaching Year Leader and a non-teaching Deputy Year Leader, enabling the team to be proactive and visible throughout the school day. The pastoral team also includes attendance officers, a school counsellor and our learning support room team.

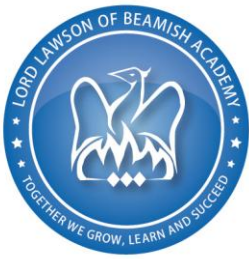
Our pastoral staff maintain strong relationships with external agencies and partners, ensuring that students receive effective and timely support with the challenges they face. In summary, you will join a well-resourced, proactive and highly committed team.

• Trust

• Respect

• Courage

• Ambition



Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

The advert for this vacancy is open for an extended period to give potential applicants the opportunity to arrange a visit to the school, particularly with the upcoming Easter holidays. If you would like to discuss what it is like to work at Lord Lawson, visit the school or have a broader conversation about the role, please contact me on 0191 433 4026 or via e-mail icooper@lordlawson.academy.

Best wishes,

Mr Ian Cooper
Deputy Principal

• Trust

• Respect

• Courage

• Ambition



Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

Job Description

Job Title:	Year Leader (Year 7)
Salary Scale:	L9 (2025-2026: £63,070)
Contract Type:	Permanent, Full Time
Line Manager:	Deputy Principal/Assistant Principal

Fundamental Purpose

The Year Leader will take responsibility for the academic progress and pastoral care of all students within the year group. They will embrace, promote and actively develop the academy's vision and values to personalise the educational provision for every student within Lord Lawson of Beamish Academy. They will be proactive and professional and will always maintain confidentiality. They will also ensure that all safeguarding procedures are enforced in accordance with the academy's safeguarding policy. They will be responsible for the work of the Deputy Year Leader and will work closely with other colleagues. They will take a leading role in promoting the school to prospective students and their parents and will be responsible for coordinating a smooth and supportive transition from Year 6 into Year 7. This will include working closely with primary schools, families and relevant staff to ensure students are well prepared for secondary school.

Key Responsibilities

Student Progress

- To be responsible for the progress of students in a year group, working to help them overcome obstacles that are preventing progress
- To work closely with the other Year Leaders, as appropriate, to ensure consistency of approach and smooth and effective transitions for students
- To engage effectively with the academy's teaching and learning strategies in practice in the classroom, supporting individual students and groups of students to make effective progress
- To take a lead in ensuring that records are kept up to date and shared with other colleagues. These records will include seating plans and SEND provision mapping, shared electronically or on paper
- To meet regularly and work closely with the academy's data team to identify individual students who are under achieving. To prioritise the most vulnerable students in the year group. To ensure appropriate strategies are devised to personalise the academy's response to improve progress for each student
- To produce regular and appropriate reports to analyse individual and group performance of the year group, including such groups as Boys/Girls, Pupil Premium, LAC, SEND etc.
- To work with the SENDCo and other members of staff, and with outside agencies as required, to ensure that all students with special educational needs and/or disabilities receive the help they need to make appropriate progress. To monitor and evaluate the progress of these students
- To monitor the attendance and progress of students who are following an alternative curriculum in conjunction with external partners.
- To ensure effective communication with parents, including arranging parents' evenings, website postings and letters to parents. To liaise with other staff, as appropriate.
- To celebrate and promote student achievement on a regular basis, taking a lead role in organising and hosting achievement assemblies and celebration evenings.

• Trust

• Respect

• Courage

• Ambition



Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

Pastoral Support

- To ensure that all members of the pastoral team understand and actively promote the academy's vision and values, to provide the best possible education for students
- To lead and manage the work of the Deputy Year Leader (including their performance management), tutors, teachers, and other associated staff
- To provide effective leadership and management of the year group and pastoral teams which will ensure personalised welfare and education for all students
- To monitor and improve attendance and punctuality of members of the year group and, where necessary, to ensure appropriate interventions are applied to aid academic progress
- To take the leading role in organising effective transition and induction for students in the year group, including open evenings, options evenings, primary school visits, transitions documents, as appropriate
- To inspire team members through leading by example
- To be proactive as a leader in the academy, developing and promoting all aspects of the academy's work, including implementing and evaluating the effectiveness of academy policies
- To act as one of the Deputy Designated Safeguarding Leads, with other Year Leaders, and undertake relevant training
- To ensure that all safeguarding concerns, disclosures and actions are accurately recorded, stored securely and reported promptly in line with academy policy and statutory guidance
- To develop and maintain effective methods of communication with the principal, senior leadership team, other staff, students, parents, governors, external agencies, and the wider community (including business and industry) etc
- To be responsible for leading effective year group meetings, according to the whole school calendar, ensuring minutes are recorded, filed and disseminated as appropriate
- To be responsible for the planning and delivery of high-quality assemblies
- To work with all students in the year group, their parents/carers, staff and other stakeholders (including outside agencies and those working within the academy) to ensure each student displays behaviour for learning that is in line with the academy's principles
- To ensure that all students comply with the academy's uniform policy
- To ensure that the academy's rewards and incentives policies are fairly, consistently and appropriately applied across the year group, to help motivate students and to celebrate their achievement, success and progress
- To promote inclusion and equal opportunities within the year group. To conduct reintegration meetings, as appropriate, and to participate in discussions around supportive moves, both into and out of the academy
- To lead effective induction of students joining the year group
- To produce accurate reports for exclusions and referrals and information for relevant parties
- To monitor behaviour events at least weekly, to coordinate rewards and to address any concerns in a timely manner and in accordance with academy policies.

Other Responsibilities

- To attend student reviews, as necessary, which are co-ordinated by social services or other external agencies
- To take responsibility in part for the monitoring, support and assessment of trainee and newly qualified teachers (ECTs) in the pastoral team
- To work with senior leaders to provide suitable pastoral training programmes for both ECTs and experienced teachers and to actively involve all teachers in the pastoral system
- To take an active part in enabling the induction of new students into the academy
- To ensure that high quality careers guidance is provided to all students in the year group, liaising with careers staff to raise students' aspirations and ensure Gatsby benchmarks are met
- To lead and manage a programme of social activities/trips, etc. that will inspire and develop students' social and cultural awareness
- To carry out learning walks, as agreed, ensuring that data is analysed and appropriate action taken
- To ensure student passports are created and kept up to date for selected students

• Trust

• Respect

• Courage

• Ambition



Lord Lawson of Beamish Academy

Lord Lawson of Beamish Academy
Birtley Lane, Birtley, Chester le Street, DH3 2LP

T: 0191 433 40 26
W: lordlawson.academy
E: lordlawson@lordlawson.academy

Principal: Dr Andrew Fowler BA, MA, MSc, PhD, PGCE, FRSA

- To work with the other year groups, Year Leaders and Deputy Year Leaders to develop a strong consistent team approach, responding to and supporting student progress
- To attend statutory child protection meetings and ensure any reports are submitted within the required time limits
- To arrange and conduct reviews for looked after children including the completion of a Personal Education Plan (PEP)
- To coordinate events that promote competition and a sense of identity across the year group
- To carry out additional duties and actions commensurate with the grading and seniority of the post, as requested from time to time.

This job description is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of tasks, and the postholder may be required to perform other duties appropriate to the role.

This job description may be amended at any time in discussion between the Principal or Line manager and the employee and will be reviewed annually before the commencement of the next appraisal cycle.

• Trust

• Respect

• Courage

• Ambition



Lord Lawson of Beamish Academy: Person Specification – Year Leader (Year 7)

	Attribute	Essential/ Desirable	Assessment
Qualifications and Professional Development			
1	Degree	E	A
2	Qualified teacher status	E	A
3	Evidence of recent training and professional development	E	A
4	Further professional qualification, including middle leader training or National Professional Qualifications (NPQs)	D	A
Knowledge and Skills			
5	Detailed knowledge and understanding of current issues in education	E	I
6	Ability to communicate clearly, including listening well	E	A/I
7	Ability to write accurate, coherent and professional reports and letters for a range of audiences including senior leaders, governors and parents/carers	E	A/I
8	Ability to manage a team effectively, accepting responsibility and accountability, and to delegate effectively	E	A/R
9	Ability to relate well to children and adults	E	A/I
10	Ability to inspire, persuade, motivate, negotiate and influence	E	A/I
11	Ability to self-evaluate and articulate learning needs, seeking out relevant opportunities for own development	E	A/I/R
12	Excellent working knowledge of IT applications, e.g. Microsoft Excel, Microsoft Word, Microsoft Teams and other relevant school systems (Bromcom/CPOMS/ClassCharts)	D	A/I
Experience			
13	Successful teaching in a primary or secondary setting, leading to excellent outcomes for students	E	A/R
14	Experience of leading the transition of students between primary and secondary school	D	A/I/R
15	Experience of planning and leading whole school events including opening evenings	D	A/I/R
16	Experience of working with external agencies including children's social care	D	A/I
17	Successful experience of middle leadership and management	D	A/R
18	Effective line management and accountability	D	A/R
19	Experience of creative problem-solving and critical thinking	D	A/I/R
Personal qualities			
20	Commitment to promoting the ethos and values of the school, securing the best possible outcomes for students	E	A/R
21	High levels of professionalism, integrity, honesty, loyalty, kindness and fairness in all dealings with people	E	A/I/R
22	Ability to work under pressure and prioritise effectively to meet deadlines	E	A/I/R
23	Ability to build and maintain positive working relationships across the school and wider community	E	A/I/R
24	Ability to lead and develop others within a team	E	A/R
25	Commitment to maintaining confidentiality	E	I/R
26	Commitment to safeguarding children, understanding relevant statutes and guidance, including Keeping Children Safe in Education	E	A/I
27	Awareness and commitment to equal opportunities	E	A/R
28	Constructive handling and resolution of problems and grievances	E	A/R
29	Adaptable and positive approach, resilient, emotionally intelligent, with a sense of humour	E	I/R

Assessment methods: A = Application; I = Interview Process; R = Reference