



Aylesbury High School | #AHSWalksTall

Developing uniquely talented young adults, who are independent, strong and confident

Mental Health and Wellbeing Lead and Deputy DSL

THE SCHOOL

Aylesbury High School (AHS) is a forward-thinking girls' grammar school that values both academic and pastoral excellence and co-curricular opportunities with the vision of developing uniquely talented young adults, who are independent, strong and confident

We create a welcoming environment which draws the very best from all in our community. Achieved by providing an ambitious education that stimulates creative and critical thinking, values diversity and facilitates dynamic personal development.

The AHS values are Boundless Aspiration, Resilient Bravery, Curious Engagement and Selfless Generosity and we want all our community to experience, develop and demonstrate these characteristics both within the curriculum and through our extensive co-curricular offering.

THE VACANCY

We are seeking a Mental Health and Wellbeing Lead and DDSL to lead the effective and efficient support of student health and wellbeing, helping students develop social and emotional skills through targeted strengths-based programs and strategies that build resilience, coping skills and positive relationships. To work as a key part of the Designated Safeguarding Team to coordinate the support of vulnerable students, working closely with other staff, parents and external agencies.

JOB DESCRIPTION: Mental Health and Wellbeing Lead

LINE MANAGED BY: Deputy Headteacher (Pastoral)

DATE : Autumn Term 2025

PAY RANGE: AHS Pay Range 6 (£35,461-£39,054)

DIMENSIONS

37 hours per week, 08:00 - 16:30 Monday - Thursday, Friday 8.00-4.00, with a 1 hour unpaid lunch break (to be taken at a time by mutual agreement), term time, plus Inset Days, plus 4 weeks in the holidays, of which 2 would usually be taken in the summer holidays, to be agreed with the line manager.

PERFORMANCE STANDARDS

The Health and Wellbeing Lead will be judged against the job description and any targets set up as part of the appraisal process.

PRINCIPLE ACCOUNTABILITIES

Leadership and Management

- To lead the health and wellbeing team
- Oversee the work of the school counsellor
- Lead the support of our Young Carers
- Work closely, on a daily basis, with other key teams, such as Heads of Year and the SEND team to coordinate the right support for students
- Work closely with other non-teaching staff team leaders to support the School's delivery of strategy
- Support the exams team with evidence for Special Consideration
- Collaborate with the HR department to provide support for staff members as necessary
- Whole-School Strategy: Develop, implement, and oversee a strategic, whole-school approach to mental health and wellbeing that is championed by the senior leadership team (SLT) and reflected in all school policies (e.g., behaviour, anti-bullying, and curriculum).
- Policy and Procedures: Review and update policies related to mental health and wellbeing, ensuring they are current and align with statutory guidance (e.g., safeguarding).
- Monitoring and Evaluation: Establish systems to monitor, evaluate, and report on the impact of the school's wellbeing initiatives and targeted interventions, producing reports for the senior team and governors.

Safeguarding

- With support from the DSL, lead on safeguarding/child protection issues as Deputy Designated Safeguarding Lead
- Use safeguarding knowledge to support the rest of the DSL team in decision making and strategy.

Targeted Support and Referral

- Identification: Implement a clear process for the earlier identification of students with emerging or existing mental health needs, including those from vulnerable groups (e.g., young carers, students with SEND).
- Intervention Oversight: Oversee the coordination and delivery of school-based mental health and wellbeing interventions (e.g., group work, one-to-one support).
- Oversee recording of interventions undertaken using systems within school, such as CPOMS
- External Links: Forge and maintain effective links with local and national mental health services (e.g. Child and Adolescent Mental Health Services (CAMHS), Mental Health Support Teams (MHSTs)).
- Referral Pathway: Ensure a clear, confidential referral pathway is in place for referring students to external specialist services when appropriate, and support parents/carers through this process.

Staff Development

- Training (CPD): Identify, coordinate, and/or deliver relevant, high-quality professional development (for example, Friday morning briefings and Inset sessions) for all staff on recognising signs of mental health issues, understanding appropriate responses, and promoting mental resilience.
- Consultation: Act as a consultant to other staff, helping them confidently manage mental health issues and incidents involving students.

Student Voice and Ethos

- Positive Ethos: Promote an ethos and environment that is open, respectful, and values diversity, helping to normalise mental health discussions.
- Student Empowerment: Empower the student body (including those with additional needs) to co-produce the whole-school approach and actively use their voice (e.g., through a student wellbeing committee) to influence decisions.

- Peer Support: Coordinate and support the development of pupil/student peer-led wellbeing support systems.
- Oversee online resources and displays to support student wellbeing and mental health
- Lead the promotion and planning of initiatives such as Mental Health Awareness Week, and Wellbeing days in school, including assemblies

Curriculum

- Curriculum Integration: Work with curriculum leads (e.g. PSHE) to embed social and emotional learning, mental health education, and resilience-building strategies across the curriculum.
- Resource Development: Develop and maintain a high-quality range of evidence-based resources for staff to use in the classroom to promote student wellbeing.
- Working with Parents and Carers

Working With Parents and Carers

- Engagement: Develop strategies to effectively engage parents/carers in the whole-school approach to wellbeing.
- Promote health and wellbeing resources for distribution to parents, including regular newsletter items and attendance at parent information evenings.

The requirements of the post may vary from time to time without altering its essential nature or level of responsibility.

PERSON SPECIFICATION

Experience

- Work with young people - eg in a youth group or school/college environment
- Experience of leading a team related to wellbeing or pastoral care
- Knowledge of mental health and wellbeing
- Training as a Senior Mental Health Lead (or willingness to complete).
- A commitment to safeguarding
- Administration and record keeping experience
- Experience of liaising with different agencies and teams

Skills and knowledge

- Ability to establish and develop strong relationships with students and colleagues
- Ability to lead and support a team
- Able to respond calmly to unexpected situations
- Ability to work flexibly as a member of a team to achieve agreed objectives
- Ability to handle confidential information sensitively, and knowledge of relevant data protection and safeguarding practices (although training will be given on this)
- Ability to liaise with other staff members, parents and external agencies
- High standards of communication (verbal and written)
- Strong organisational and administrative skills
- Competent with common IT systems
- Data analysis for monitoring impact
- Time management and planning
- Ability to inspire others

Personal qualities

- Empathy and understanding, to help build good relationships with colleagues, students, parents and external agencies
- A commitment to promoting positive mental health and wellbeing
- Commitment to maintaining confidentiality at all times
- Commitment to safeguarding pupil wellbeing and equality

- Resilient, positive, forward-looking and enthusiastic about making a difference to children and young people

HOW TO APPLY FOR THE ROLE

Please complete the AHS application form and include a covering letter.

Applications can be e-mailed to: hr@ahs.bucks.sch.uk or posted to: Mrs Lisa Greenway, Finance & Operations Director, Aylesbury High School, Walton Road, Aylesbury, Bucks HP21 7SX

Closing date: 9am 24th October 2025

Interviews: Wednesday 5 November

FLEXIBLE WORKING

AHS is a supporter of Flexible Working; over a third of our staff have a flexible work arrangement. We recognise that a better work-life balance can improve employee motivation, performance and productivity, and reduce stress and therefore want to support our employees in achieving a better balance between work and their other priorities, such as caring responsibilities, leisure activities, further learning and other interests.

Please include detail in your letter of application or talk to us at interview about the flexibility you need. We cannot promise to give you exactly what you want, but we will do our best to accommodate your needs. For this role we are open to discussing the possibility of reduced hours, {remote working}, flexible start and finish times, or compressed hours.

AHS is committed to agreeing any flexible working arrangements, provided that the needs and objectives of both the organisation and the employee can be met.

SAFEGUARDING STATEMENT

CVs alone cannot be accepted for safeguarding reasons

If you are shortlisted for this post, you will also be required to complete a self-disclosure form as part of the recruitment process; this will not be used for shortlisting purposes.

The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Our Safeguarding Statement is [here](#). The appointment will be subject to references, which are satisfactory for the advertised post, an enhanced DBS check with a Child Barred List check, identity checks, prohibition orders and qualification checks as appropriate.

AHS is an equal opportunities employer.

We encourage early applications for all vacancies and reserve the right to close our vacancies at any time should the right candidates be found.