

PECYN GWYBODAETH SWYDD: PENNAETH

YSGOL FRIARS

JOB INFORMATION PACK: HEADTEACHER



Annwyl Ymgeisydd,

Diolch am eich diddordeb yn y swydd Pennaeth yn Ysgol Friars.

Ar ôl cyfnod o ansefydlogrwydd, rydym bellach yn canolbwyntio ar sicrhau arweinyddiaeth gref, ysbrydoledig i'n tywys i bennod newydd a chadarnhaol. Mae'r Corff Llywodraethol wedi ymrwymo i weithio mewn partneriaeth agos â'n Pennaeth i sicrhau sefydlogrwydd, eglurder o ran ein gweledigaeth, a gwelliant parhaus.

Mae gan ein hysgol lawer o gryfderau: ysgol amlddiwylliannol a chynhwysol, staff ymroddedig a gofalgwr, disgyblion brwdfrydig a gwydn, a chymuned gefnogol sydd eisiau'r gorau i'w phlant. Rydym yn falch o'r perthnasoedd sy'n sail i'n hysgol ac o'r dyhead sydd gennym fod pob dysgwr yn gwireddu eu llawn botensial. Rydym yn awyddus i feithrin disgyblion sy'n datblygu i fod yn ddinasyddion cyfrifol ac aeddfed, sy'n gallu edrych ar ôl eu hunain a phobl eraill, yn ogystal â chael canlyniadau arbennig. Rydym yn chwilio am Bennaeth a fydd yn adeiladu ar y sylfeini hyn, yn dod ag arweinyddiaeth gadarn a phwrpasol, ac yn ysbrydoli hyder ar draws cymuned yr ysgol gyfan.

Mae'r Corff Llywodraethol yn realistig am yr heriau sydd o'n blaenau, ond yr un mor optimistaidd. Rydym wedi ymrwymo i ddarparu cefnogaeth briodol, her broffesiynol, a hynny mewn diwylliant o ymddiriedaeth, gan fod yn agored a chydweithredol. Rydym am i'n Pennaeth deimlo ei fod wedi'i rymuso, ei werthfawrogi a'i gefnogi wrth iddynt arwain yr ysgol ymlaen.

Os ydych chi'n arweinydd gyda'r weledigaeth, gwytnwch ac ymrwymiad i siapia dyfodol ein hysgol, byddem yn falch iawn o glywed gennych.

Edrychwn ymlaen at groesawu Pennaeth a fydd yn ein helpu i symud ymlaen gyda hyder a sefydlogrwydd, gan gefnogi lles staff a disgyblion, a llwyddiannau academiaidd yn Ysgol Friars.

Yn gywir,

**Elin Walker Jones
Cadeirydd y Corff Llywodraethol**

Dear Candidate,

Thank you for your interest in the position of Headteacher at Ysgol Friars.

After a period of instability, we are now focused on securing strong, inspiring leadership to guide us to a new and positive chapter. The Governing Body is committed to working in close partnership with our Headteacher to ensure stability, clarity of our vision, and continuous improvement.

Our school has many strengths: a multicultural and inclusive school, dedicated and caring staff, enthusiastic and resilient pupils, and a supportive community that wants the best for their children. We are proud of the relationships that underpin our school and of the desire we have for all learners to realise their full potential. We are keen to nurture pupils who develop into responsible and mature citizens, who can look after themselves and other people, as well as get great results. We are looking for a Headteacher who will build on these foundations, bring strong and purposeful leadership, and inspire confidence across the whole school community.

The Governing Body is realistic about the challenges that lie ahead, but equally optimistic. We are committed to providing appropriate support, a professional challenge, in a culture of trust, being open and collaborative. We want our Headteacher to feel empowered, valued and supported as they lead the school forward.

If you are a leader with the vision, resilience and commitment to shaping the future of our school, we would be delighted to hear from you.

We look forward to welcoming a Headteacher who will help us move forward with confidence and stability, supporting the wellbeing of staff and pupils, and academic achievements at Ysgol Friars.

Yours sincerely,

**Elin Walker Jones
Chair of the Governing Body**

ADDYSG HYSBYSEB SWYDD

Yn eisiau: ar gyfer 1af o Fedi 2026

PENNAETH
YSGOL FRIARS, BANGOR
(Cyfun 11 - 18: 1263 o ddisgyblion)

Grŵp Ysgol: 7

Pwyntiau Cyflog: L32 – L38

Cyflog: £112,832 - £130,696

Mae Ysgol Friars yn anelu at gyflwyno addysg o'r ansawdd gorau ac i ragori ymhob agwedd o'i gweithgareddau. Hyrwyddir rhaglen addysg ddwyieithog ac mae ethos a gweinyddiad yr ysgol yn adlewyrchu hynny.

Disgwylir i'r ymgeisydd ar gyfer y swydd hon fod:

- Yn arweinydd cryf, cadarn a brwdfrydig
- Yn meddu ar sgiliau rheolaeth rhagorol
- Yn meddu ar y sgiliau i ysgogi ac ysbrydoli disgyblion yr ysgol.
- Yn gwbl ymrwymedig i ethos Gymreig yr ysgol ac i addysg ddwyieithog gyflawn o'r safon uchaf.
- Yn meddu ar y cymhwyster CPCP (NPQH) erbyn dyddiad dechrau'r swydd neu sydd eisoes mewn swydd barhaol fel Pennaeth.
- Yn ymrwymedig i lwyddiant parhaol yr ysgol ac a'r gallu i gymell staff a disgyblion.

Gellir cael manylion pellach a/neu sgwrs anffurfiol am y swydd drwy gysylltu â Chadeirydd y Corff Llywodraethu, Elin Walker Jones - Ffôn Symudol: 07808 472204. E-bost: cynghorydd.elinwjones@gwynedd.llyw.cymru, neu Ellen Williams, Swyddog Cefnogi Ysgolion, Adran Addysg Cyngor Gwynedd – Ffôn - 01286 679 178. E-bost: EllenWilliams@gwynedd.llyw.cymru

Am fanylion pellach am yr ysgol cysylltwch â Bethan Roberts, Arweinydd Prosiect (01248 363 690) Bethan.Roberts@friars.ysgoliongwynedd.cymru

Mae'r gallu i gyfathrebu trwy gyfrwng y Gymraeg a'r Saesneg yn angenrheidiol ar gyfer y swydd hon. Mae'r ysgol yn gweithredu'n unol a'i Bolisi Iaith. Bydd angen i'r ymgeisydd gyrraedd y lefel ieithyddol sy'n cael ei nodi yn y Manylion Person.

Rydym yn annog pob ymgeisydd am swydd gyda'r Cyngor i gyflwyno ceisiadau yn Gymraeg neu yn ddwyieithog. *(Bydd ceisiadau sydd yn cael eu cyflwyno yn uniaith Gymraeg neu Saesneg yn cael eu trin yn gwbl gyfartal, ond gofynnir i'r ymgeisydd ystyried yn ofalus beth yw gofynion iaith y swydd a'r sefydliad).*

Gellir cyflwyno cais am y swydd yma ar-lein ar wefan Cyngor Gwynedd. Ond os y dymunir dychwelyd y ffurflen gais trwy e-bost, dylid ei dychwelyd at Bethan Roberts, (Arweinydd Prosiect) Bethan.Roberts@friars.ysgoliongwynedd.cymru erbyn y dyddiad cau.

Dyddiadau ymweld â'r ysgol: 13/01/2026 am 9.30yb neu 15/01/2026 am 4.00yp

Dyddiad cau: 12:00, 20/01/2026

Dyddiad llunio rhestr fer: 21/01/2026

Dyddiadau'r cyfweiliadau: 26 - 27/01/2026

Bydd y Cyngor yn gofyn am ddatleniad gan y Gwasanaeth Datgelu a Gwahardd a chadarnhad o gofrestrriad gyda'r Cyngor Gweithlu Addysg ar gyfer yr ymgeisydd llwyddiannus cyn y bod modd iddynt gychwyn yn y swydd yma.

(This is an advertisement for a Headteacher at Ysgol Friars for which the ability to communicate through the medium of Welsh and English is essential. **The Council will require a Disclosure and Barring Service Certificate and confirmation of registration with the Education Workforce Council for the successful applicant before they can start at the school.**)

Mae'r awdurdod hwn wedi ymrwymo i ddiogelu a hyrwyddo lles plant a phobl ifanc ac mae'n disgwyl y bydd pob un o'i staff a'i wirfoddolwr yn rhannu'r ymrwymiad hwn. This authority is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

EDUCATION

JOB ADVERTISEMENT

Wanted: for the 1st of September 2026

HEADTEACHER

YSGOL FRIARS, BANGOR
(Age Range 11 - 18: 1263 pupils)

School Group: 7

Pay Range: L32 – L38

Salary: £112,832 - £130,696

Ysgol Friars aim to deliver the best quality education and to excel in all aspects of its activities. A bilingual education program is promoted and the school's ethos and administration reflect that.

It is expected that applicants for this post display the following attributes:

- Is a strong, firm and enthusiastic leader.
- Has excellent management skills.
- Has the skills to motivate and inspire the school's pupils.
- Fully committed to the Welsh ethos of the school and to fully bilingual education of the highest quality.
- Possesses the NPQH qualification by the posts start date or is already in a permanent position as a Headteacher.
- Committed to the continuous success of the school and possess the ability to motivate staff and pupils.

For any further information/an informal chat, please contact the Chair of Governors, Elin Walker Jones - Mobile: 07808 472204. E-mail: cynghorydd.elinwjones@gwynedd.llyw.cymru, or Ellen Williams, School Support Officer, Cyngor Gwynedd Education Department. Phone number: 01286 679 178. E-mail: EllenWilliams@gwynedd.llyw.cymru

For any further information regarding the school, please contact Bethan Roberts, Project Lead (01248 363 690). Bethan.Roberts@friars.ysgoliongwynedd.cymru

The ability to communicate through Welsh and English is essential for this post. The school operates in accordance with its Language Policy. All applicants must possess the language level that's noted in the Person Specification.

We encourage every applicant that applies for a post with the Council to present their application in Welsh or bilingually. (Applications that are submitted monolingually in Welsh or English will be treated equally, but applicants are asked to carefully consider the posts and establishments language).

Applications for this post can be submitted online via Cyngor Gwynedd website. But if you wish to return the application form by e-mail, it should be returned to Bethan Roberts, (Project Lead) Bethan.Roberts@friars.ysgoliongwynedd.cymru by the closing date.

Dates to visit school: 13/01/2026 at 9.30a.m or 15/01/2026 at 4.00p.m

Closing date: 12:00p.m, 20/01/2026

Shortlist date: 21/01/2026

Interview dates: 26 - 27/01/2026

The Council will require a Disclosure and Barring Service certificate and confirmation of registration with the Education Workforce Council for the successful applicant before they can start at the school.

(Hysbyseb am swydd Pennaeth Ysgol Friars yw hwn. Mae'r gallu i gyfathrebu drwy'r Gymraeg a'r Saesneg yn hanfodol i'r swydd. **Bydd y Cyngor yn gofyn am ddadleniad gan y Gwasanaeth Datgelu a Gwahardd a chadarnhad o gofrestrriad gyda'r Cyngor Gweithlu Addysg ar gyfer yr ymgeisydd llwyddiannus cyn y bod modd iddynt gychwyn yn y swydd yma.)**

This authority is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Mae'r awdurdod hwn wedi ymrwymo i ddiogelu a hyrwyddo lles plant a phobl ifanc ac mae'n disgwyl y bydd pob un o'i staff a'i wirfoddolwr yn rhannu'r ymrwymiad hwn.

CYFLWYNIAD I YSGOL FRIARS

Ysgol Friars, lle mae ein traddodiadau o ragoriaeth a theilyngdod wedi bod yn seren ddisglair ers 1557

Mae Ysgol Friars yn ysgol gyfun 11-18 llwyddiannus, amlddiwylliannol wedi'i lleoli yng nghanol Dinas Bangor yng Ngwynedd wrth ymyl y brifysgol a'r ysbyty. Rydym yn falch o hanes ein hysgol ac mae'r gwerthoedd wedi'u hyrwyddo ers blynyddoedd lawer. Ein gweledigaeth ar gyfer yr ysgol yw "Meithrin mwynhad o ddysgu i'r safonau uchaf trwy greu cymuned sifil lle mae disgyblion yn rhannu set gyffredin o werthoedd sy'n berthnasol i'w hunaniaeth leol, genedlaethol a byd-eang".

Rydym yn gweithio'n galed i wireddu ein gweledigaeth drwy annog staff a disgyblion i weithio mewn partneriaeth, i anelu'n uchel ac i ofalu am ei gilydd. Rydym yn credu mewn gwaith caled a safonau uchel. Rydym yn disgwyl i ddisgyblion ddangos ymddygiad da ac i ddangos parch tuag at eu hunain, eu cyfoedion a'u staff.

Mae lles disgyblion, ac addysgu a dysgu o'r ansawdd uchaf wrth wraidd ein hysgol. Rydym yn gweithio'n galed i sicrhau bod ein holl ddisgyblion yn llwyddiannus ac yn gallu trosglwyddo gyda'r sgiliau sydd eu hangen arnynt i symud ymlaen â'u gyrfaedd. Rydym yn falch o'n llwyddiant academaidd TGAU a Safon Uwch.

Er ein bod yn addysgu yn bennaf trwy gyfrwng y Saesneg, rydym yn falch o ddathlu'r iaith Gymraeg a diwylliant Cymru.

Mae pob plentyn yn cael ei annog i gyflawni eu potensial ac rydym yn anelu at wneud hynny trwy weithio mewn partneriaeth â rhieni a gofalwyr. Rydym yn ymdrechu i gefnogi pob disgybl ac mae gennym adran anghenion dysgu ychwanegol effeithiol iawn sy'n sicrhau bod disgyblion sydd â neu heb gynlluniau datblygu unigol yn gallu cael mynediad at y cymorth sydd ei angen arnynt i lwyddo.

Ochr yn ochr â'n hymrwymiad i gyflawni safonau, rydym hefyd yn rhoi pwyslais mawr ar agweddau ehangach bywyd ysgol. Credwn fod clybiau, timau a chyfleoedd neu ymweliadau y tu allan i'r ystafell ddosbarth a'r ysgol yn gwella pobl ifanc.

Rydyn ni eisiau i'n disgyblion fwynhau a bod yn falch o'r ysgol. Rydyn ni eisiau gweld ein dysgu yn adlewyrchu ein cynefin, ein diwylliant a'n cymunedau.

Introduction to Ysgol Friars

**Ysgol Friars, where traditions of excellence and merit have been
our guiding light since 1557**

Ysgol Friars is a successful, multi-cultural 11-18 comprehensive school located in the heart of the City of Bangor, Gwynedd next to the university and hospital. We are proud of the history of our school and the values has promoted for many years. Our vision for the school is “To foster enjoyment of learning to the highest standards through the creation of a civilized community where pupils share a common set of values applicable to their local, national, and global identity”.

We work hard to make our vision a reality by encouraging staff and pupils to work in partnership, to aim high and to look after each other. We believe in hard work and high standards. We expect pupils to display good behaviour and to show respect towards themselves, their peers and staff.

The wellbeing of pupils, and the highest quality teaching and learning is at the core of our school. We work hard to ensure that all our pupils are successful and can transition with the skills that they need to move forward with their careers. We are proud of our academic success both at GCSE and A level.

Whilst we teach mostly through the medium of English, we are proud to celebrate the Welsh language and Welsh culture.

Every child is encouraged to fulfil their potential and we aim to do so by working in partnership with parents and carers. We strive to support every pupil and have a very effective additional learning needs department that ensure that pupils with or without individual development plans can access the support that they need to succeed

Alongside our commitment to achieving standards, we also place great emphasis on the wider aspects of school life. We believe that clubs, teams and opportunities or visits outside the classroom and school enhance young people.

We want our pupils to enjoy and be proud of the school. We want to see our learning reflect our cynefin, our culture and our communities.

Cyfrifoldebau Uwch Arweinyddiaeth Ysgol Friars 2025-2026
Dirprwy Bennaeth - Addysgu a Dysgu
Pennaeth Cynorthwyol - Ymddygiad ac Ymgysylltu
Pennaeth Cynorthwyol - Diogelu a Phresenoldeb
Pennaeth Cynorthwyol - Safonau
Pennaeth Cynorthwyol - Cwricwlwm
Arweinydd Prosiect

Senior Leadership Responsibilities Ysgol Friars 2025-2026
Deputy Headteacher - Teaching and Learning
Assistant Headteacher - Behaviour and Engagement
Assistant Headteacher - Safeguarding and Attendance
Assistant Headteacher - Standards
Assistant Headteacher - Curriculum
Project Lead

Llais y Dysgwyr

Dyma farn rai o ddisgyblion yr ysgol o ran pa rinweddau yr hoffent ei weld mewn Pennaeth

- Amyneddgar
- Dibynadwy
- Angerddol
- Gyda diddordeb
- Ymroddedig
- Syniadau Newydd
- Blaenoriaethu addysg plant
- Gofalu am iechyd a lles
- Yn cynrychioli'r ysgol yn gadarnhaol

- Ymddiriedaeth
- Gweladwy
- Athro/awes da
- Cymryd rhan weithredol mewn gwasanaethau, digwyddiadau, gwersi, cyngor ysgol, llais disgyblion
- Disgyblaeth deg ac yn gyfartal
- Hyrwyddo ymddygiad da

- Sgiliau cynhwysol
- Cefnogi digwyddiadau eraill o fewn yr Ysgol
- Yn wirioneddol yn gofalu ac yn gwneud ymdrech
- Gwneud newidau cadarnhaol Newydd
- Profiad o fewn ADY ac ati.
- Gonestrwydd
- Yn canolbwyntio ar ddisgyblion, yn agored i syniadau gan ddisgyblion

- Yn gall helpu gyda elfennau allgyrsiol
- Dwyieithog ac amlddiwyllynnol
- Dathlu ein hamrywiaeth
- Datrys problemau yn dda
- Empathi
- Ymateb yn gyflym ac effeithlon
- Gallu gwneud penderfyniadau
- Sgiliau arwain cryf
- Wedi ymrwymo i'r ysgol am flynyddoedd lawer

Pupil Voice

This is the opinion of some pupils on what qualities they would like to see in a Headteacher

- Patient
- Reliable
- Passionate
- Interested
- Dedicated
- New ideas
- Prioritises children's education
- Cares for health and wellbeing
- Positively represents the school

- Trust
- Visible
- A good teacher
- Actively participates in assemblies, events, lessons, school council, pupil voice
- Discipline fair and equal
- Promotes good behaviours

- Inclusive skills
- Supports other events within the school
- Genuinely cares and makes an effort
- Make new positive changes
- Experience within ALN etc.
- Honesty
- Pupil orientated, Open to ideas from pupils

- Can help extracurricular
- Bilingual and multicultural
- Celebrates our diversity
- Good problem solving
- Empathy
- Responds quickly and is efficient
- Able to make decisions
- Strong leadership skills
- Committed to school for many years



SWYDD DISGRIFIAD: PENNAETH YSGOL FRIARS

Yn atebol i: Y Corff Llywodraethol a Phennaeth Addysg Cyngor Gwynedd

Graddfa: Ystod Cyflogau Arweinwyr (L32 – L38)

Pwrpas Cyffredinol y Swydd:

Arwain a hyrwyddo trefniant a rheolaeth fewnol yr ysgol a darparu addysg o'r radd flaenaf i bob disgybl. Cyflawni cyfrifoldebau a dyletswyddau proffesiynol y Pennaeth yn amodol ar yr amodau cyfredol i athrawon yn y Ddogfen Cyflog ac Amodau Athrawon, Deddf Safonau a Fframweithiau Ysgolion 1998, y safonau gofynnol ar gyfer Statws Athro Cymwysedig a deddfwriaeth gyfredol arall.

Cyffredinol: Cydymffurfio â Pholisi Diogelu Corfforaethol yr awdurdod lleol a'r dyletswyddau a chyfrifoldebau diogelu y mae'r polisi hwnnw'n ei roi ar bob gweithiwr, gan gydweddu â gwerthoedd craidd yr Awdurdod sy'n cynnwys cefnogi plant, oedolion a all fod mewn perygl a'u teuluoedd er mwyn eu cadw'n ddiogel ac iach.

Prif Ddyletswyddau / Cyfrifoldebau

CYFARWYDDYD STRATEGOL A DATBLYGU'R YSGOL:

1. Darparu arweinyddiaeth strategol a datblygu a chefnogi cyfarwyddyd strategol, gweledigaeth, gwerthoedd a blaenoriaethau'r ysgol.
2. Arwain drwy osod esiampl ac ysbrydoli ac ysgogi cymuned yr ysgol.
3. Llunio gweledigaeth, ethos a pholisïau ar gyfer yr ysgol sy'n hyrwyddo safonau cyrhaeddiad uchel.
4. Creu a gweithredu cynllun datblygu strategol, sydd wedi'i ategu gan gynllunio ariannol cadarn, oddi mewn i gyd-destun lleol a chenedlaethol, ac sydd yn nodi blaenoriaethau a thargedau er mwyn sicrhau bod pob disgybl yn cyrraedd safonau uchel a bod yr addysgu yn effeithiol.
5. Cefnogi ac ysgogi staff i gyflawni'r blaenoriaethau a thargedau sydd wedi cael eu gosod ar gyfer yr ysgol.

6. Sicrhau bod yr ysgol yn cael ei rheoli, yn cynnwys cyllid a gweinyddiaeth, mewn modd sy'n cefnogi polisiau, gweledigaeth ac amcanion yr ysgol.
7. Monitro ac adolygu pob agwedd ar gyrhaeddiad, blaenoriaethau, targedau a pholisiau a chymryd camau lle bo angen.

DYSGU AC ADDYSGU:

1. Creu amgylchedd sy'n sicrhau dysgu effeithiol ar draws y Cwricwlwm Cenedlaethol i hyrwyddo safonau uchel o ran cyrhaeddiad, ymddygiad a disgyblaeth;
2. Pennu a threfnu'r cwricwlwm a monitro a gwerthuso ei effeithiolrwydd;
3. Monitro ansawdd y dysgu a chyrhaeddiad disgyblion yn cynnwys dadansoddi data perfformiad; Arwain a hyrwyddo trefniant a rheolaeth fewnol yr ysgol a darparu addysg o'r radd flaenaf i bob disgybl.
4. Meithrin cysylltiadau a phartneriaethau effeithiol gyda rhieni, ysgolion eraill, sefydliadau addysgol a'r gymuned ehangach, yn cynnwys busnesau a diwydiannau, er mwyn gwella addysgu a dysgu a datblygiad personol disgyblion.
5. Cyfrannu, fel y bo hynny'n briodol, at y gwaith addysgu yn yr ysgol.

ARWAIN A RHEOLI STAFF:

1. Meithrin perthnasau gwaith cadarnhaol gyda, a rhwng yr holl staff a llywodraethwyr;
2. Gweithredu a chynnal strategaethau effeithiol ar gyfer rheoli'r holl staff;
3. Cynllunio, gwerthuso a chefnogi gwaith y grwpiau staff, dirprwyo gwaith yn briodol a gwerthuso canlyniadau'n glir
4. Galluogi staff i ddatblygu yn y rôl drwy adnabod anghenion datblygu, gan sicrhau bod ganddynt fynediad at raglen ddatblygu effeithiol fel y gallent barhau i ddatblygu'n broffesiynol;
5. Sicrhau bod systemau rheoli perfformiad yn gweithredu'n effeithiol a mynd i'r afael ag anghenion gwerthuso.

DEFNYDDIO STAFF AC ADNODDAU'N EFFEITHIOL:

1. Gweithio gyda llywodraethwyr a chydweithwyr i recriwtio staff cymwys;
2. Sicrhau bod staff a llywodraethwyr yn deall eu rôl a'u cyfrifoldebau;
3. Defnyddio a datblygu staff i wneud y defnydd mwyaf effeithiol o'u sgiliau, arbenigedd a phrofiad ac i sicrhau bod yr ysgol yn cael ei rheoli'n effeithiol yn absenoldeb y Pennaeth;
4. Rheoli a threfnu i ddefnyddio llefydd dysgu'r ysgol yn effeithiol ac effeithlon;
5. Rheoli a threfnu grwpiau i sicrhau dysgu ac addysgu effeithiol ac i ddiwallu anghenion datblygu personol y plant;
6. Sefydlu blaenoriaethau gwario a monitro effeithiolrwydd y gwariant hwnnw oddi mewn i reoliadau ariannol yr Awdurdod Addysg Leol;
7. Monitro'r adnoddau a ddefnyddir i sicrhau gwerth am arian, o fewn cyd-destun ariannol yr ysgol.

ATEBOLRWYDD:

1. Darparu gwybodaeth a chynghor i'r Bwrdd Llywodraethwyr fel y gall gwrdd â'i gyfrifoldeb i sicrhau atebolrwydd priodol ledled yr ysgol;
2. Sicrhau bod y cyfrifon ariannol yn cael eu cynnal yn unol â rheoliadau ariannol yr Awdurdod Addysg Leol a bod y Corff Llywodraethol yn cael ei hysbysu'n effeithiol er mwyn ei alluogi i wneud penderfyniad priodol a bod yn atebol;
3. Creu ethos lle mae'r holl staff yn cydnabod eu hatebolrwydd;
4. Sôn am berfformiad yr ysgol gydag asiantaethau mewnol ac allanol trwy ddadansoddi data perfformiad ac adroddiadau perthnasol; a defnyddio'r fath ddadansoddiadau fel sail i waith cynllunio ar bob lefel;
5. Darparu gwybodaeth berthnasol i rieni, y gymuned a phartïon eraill â diddordeb ynglŷn â phob agwedd ar fywyd yr ysgol;
6. Sicrhau bod yr ysgol yn cwrdd â dyletswyddau cyfreithiol y ddeddfwriaeth cyfle cyfartal a bod yr ysgol yn gweithredu yn unol ag ysbryd a llythyren y ddeddf.
7. Sicrhau bod yr ysgol yn cydymffurfio â'r gofynion statudol mewn perthynas ag addysg ac unrhyw ddeddfwriaeth berthnasol arall.

CRYFHAU'R GYMUNED:

1. Annog a sicrhau cydweithrediad rhwng yr holl bartïon sydd â diddordeb yn cynnwys yr Awdurdod
2. Addysg Lleol;
3. Annog a sicrhau cydweithrediad ag ysgolion eraill;
4. Annog a rhannu arfer da;
5. Datblygu strategaethau i annog rhieni a gofawyr i gefnogi addysg eu plant;
6. Sicrhau bod yr ysgol yn chwarae rhan ganolog yn y gymuned.

MANYLION PERSON PENNAETH

NODWEDDION PERSONOL

HANFODOL

- Brwdfrydig ac ymroddgar.
- Sgiliau rhyngpersonol o'r radd flaenaf.
- Ymrwymedig i welliant parhaus.
- Y gallu i:
 - ysbrydoli, cymell a gosod her i eraill.
 - ymgorffori gweledigaeth yr ysgol.
 - Gweithio dan bwysau a chwrdd â therfynau amser.
 - ymgysylltu'n dda â phlant ac amddiffyn eu hawliau unigol.
 - arddangos deallusrwydd emosiynol a sgiliau perthnasedd deinamig.
 - mynnu sylw cynulleidfaoedd amrywiol.
- Ymrwymo i ddiogelu a hyrwyddo lles plant a phobl ifanc.



CYMWYSTERAU A HYFFORDDIANT PERTHNASOL

HANFODOL

- Gradd Anrhydedd.
- Statws athro/athrawes wedi cymhwyso.
- CPCP neu brofiad diweddar/cyfredol perthnasol o fod yn Bennaeth.
- Tystiolaeth o ddatblygiadau proffesiynol parhaus perthnasol.

DYMUNOL

- Gradd Uwch neu gymhwyster cyfwerth.

PROFIAD PERTHNASOL

HANFODOL

- Profiad perthnasol fel Pennaeth, Dirprwy Bennaeth neu aelod o Dîm Arwain a Rheoli yn yr ysgol.
- Tystiolaeth o
 - arweinyddiaeth reolaidd a pherthnasol a rheolaeth effeithiol.
 - gweithio'n effeithiol gyda llywodraethwyr.
- Profiad o
 - datblygu strategaethau ysgol gyfan mewn meysydd allweddol fel addysgu a dysgu a/neu les a chynhwysiant
 - sefydlu ac adeiladu partneriaethau gyda rhieni, y gymuned a chyda phartneriaid eraill



SGILIAU A GWYBODAETH ARBENIGOL

HANFODOL

- Meddiannu:
 - gwybodaeth am ddatblygiadau modern mewn addysg, yn lleol ac yn genedlaethol
 - dealltwriaeth glir o egwyddorion dysgu ansawdd, addysgu ac asesu yn y sector uwchradd
 - dealltwriaeth gadarn o brosesau gwella ysgolion
 - gwybodaeth gadarn am strategaethau gweithredu sy'n sicrhau safonau uchel o ymddygiad a phresenoldeb
 - Y gallu i baratoi strategaethau i sicrhau cynhwysiant cymdeithasol, amrywiaeth a mynediad.
 - gwybodaeth dda am rôl y corff llywodraethu a'r gallu i weithredu strategaethau gwelliant ac atebolrwydd parhaus.
 - gwybodaeth dda o'r cwricwlwm ehangach y tu hwnt i'r ysgol a'r cyfleoedd i ddisgyblion a chymuned yr ysgol.
 - agwedd gynhwysol a'r sgiliau i sicrhau llwyddiant pob disgybl i gyrraedd ei lawn botensial.
- Dangos brwdfrydedd personol tuag at ddefnyddio'r Gymraeg/Cwricwlwm Cymraeg yn yr ysgol.

- Deall gofynion cynllunio ariannol strategol, rheolaeth gyllidebol ac egwyddorion gwerth gorau.

ANGHENION IEITHYDDOL

- Sgiliau mewn Cymraeg a Saesneg ysgrifenedig safonol; ffurfiol ac anffurfiol.
- Cyflwyno gwybodaeth ysgrifenedig yn hyderus drwy lythyr, fformatau adroddiadau manylach a thechnegol, ac ymateb i geisiadau ysgrifenedig sy'n cyfleu gwybodaeth, syniadau a barn yn Gymraeg a Saesneg (mae gwasanaeth gwirio iaith ar gael).
- Yn gallu:
 - dilyn sgwrs neu drafodaeth drwy gyfrwng y Gymraeg a'r Saesneg ar lefel broffesiynol a thrafod pynciau cyffredinol o ddydd i ddydd yn y maes er mwyn cyflwyno gwybodaeth a mynegi barn.
 - rhoi cyflwyniad wedi'i baratoi ymlaen llaw ac ymateb i unrhyw sylwadau a cwestiynau amdano yn Gymraeg neu Saesneg.
 - casglu gwybodaeth o ffynonellau amrywiol megis llythyrau, adroddiadau, erthyglau drwy gyfrwng y Gymraeg a'r Saesneg er mwyn cyflawni'r post.

Dylid disgrifio'r nodweddion rheiny a ddisgwyllir gan ddeilydd y swydd. Defnyddir rhain fel meini prawf wrth asesu pob ymgeisydd.



JOB DESCRIPTION: HEADTEACHER

Accountable to: The Governing Body and Gwynedd Council's Head of Education

Salary Grade: Leadership Pay Range (L32 – L38)

Overall Job Purpose:

To lead and promote the internal organisation and management of the school and to provide a first-class education for all pupils. Carry out the professional responsibilities and duties of a Headteacher subject to teachers' current conditions of employment as contained in the School Teachers' Pay and Conditions Document, the School Standards and Framework Act 1998, the minimum standards for Qualified Teacher Status and other current legislation.

General: To comply with the local authority's Corporate Safeguarding Policy and the safeguarding duties and responsibilities which that policy places on every employee, aligning with the core values of the Authority which includes supporting children, adults who may be at risk and their families to keep them safe and healthy.

Main Duties / Responsibilities:

STRATEGIC DIRECTION AND DEVELOPMENT OF THE SCHOOL:

1. Provide strategic leadership and develop and support the strategic direction, vision, values and priorities of the school.
2. Lead by example and provide inspiration and motivation for the school community.
3. Generate the vision, ethos and policies for the school that promote high standards of achievement and meet equality objectives.
4. Create and implement a strategic development plan, underpinned by sound financial planning, within a local and national context, which identifies priorities and targets for ensuring that pupils achieve high standards and that the teaching is effective.
5. Support and motivate all staff to achieve priorities and targets set by the school for itself.
6. Ensure that the management of the school, including finance and administration, supports the school's policies, vision and objectives.

7. Monitor and review all aspects of achievement, priorities, targets, and policy and take action as necessary.

TEACHING AND LEARNING:

1. Create an environment that ensures effective learning across the National Curriculum and to promote high standards of achievement, behaviour, and discipline.
2. Determine and organize the curriculum and monitor and evaluate its effectiveness.
3. Monitoring the quality of teaching and pupil attainment including analysis of performance data.
4. Develop links and effective partnerships with parents, other schools, educational institutions, and the wider community, including business and industry, to enhance teaching and learning and pupils' personal development.
5. Contribute, as appropriate, to the teaching at the school.

LEADING AND MANAGING STAFF:

1. Develop positive working relationships with and between all staff and governors.
2. Implement and maintain effective strategies for the management of all staff;
3. Plan, appraise and support the work of staff groups, delegate appropriately and clearly evaluate outcomes
4. Enable staff to develop their role by identifying development needs, ensuring an effective programme of entry into continuing professional development.
5. Enable performance management systems to operate effectively and address appraisal requirements

EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES:

1. Work with governors and colleagues to recruit suitably qualified staff.
2. Ensure that all staff and governors understand their respective roles and responsibilities;
3. 3. Deploy and develop staff to make the most effective use of their skills, expertise, and experience and to ensure the effective management of the school in the absence of the Headteacher.
4. Manage and organize the use of school accommodation effectively and efficiently.
5. Manage and organize groups to ensure effective learning and teaching and that children's personal development needs are met.
6. Establish spending priorities and monitor the effectiveness of expenditure within the LEA's financial regulations.
7. Monitor the use of resources to deliver value for money, within the financial context of the school.

ACCOUNTABILITY:

1. Provide the Board of Governors with information and advice so that it can meet its responsibility to ensure proper accountability throughout the school.
2. Ensure that the financial accounts are maintained in accordance with the LA's financial regulations and that the Governing Body is effectively informed to enable them to make appropriate decisions and be accountable.
3. Create an ethos where all staff acknowledge their accountability.
4. Give account for the school's performance to internal and external agencies through analysis of performance data and relevant reports; use such analysis to inform planning at all levels.
5. Provide parents, the community, and other interested parties with relevant information on all aspects of the school.
6. Ensure that the school meets the legal requirements of equal opportunities legislation and that the school operates within the spirit of the law as well as to the letter of the law.
7. Ensure that the school complies with statutory requirements in relation to education and other relevant legislation.

STRENGTHENING THE COMMUNITY:

1. Encourage and address cooperation between all interested parties including the LEA.
2. Encourage and address collaboration with other schools.
3. Encourage and address the sharing of good practice.
4. Develop strategies to encourage parents and carers to support their children's learning.
5. Ensure that the school plays a central role in the community.

HEADTEACHER PERSON SPECIFICATION

PERSONAL ATTRIBUTES

ESSENTIAL

- Enthusiastic and dedicated.
- First-rate interpersonal skills.
- Committed to continuous improvement.
- The ability to:
 - inspire, motivate and set a challenge for others.
 - incorporate the school's vision.
 - work under pressure and meet deadlines.
 - relate well with children and protect their individual rights.
 - display emotional intelligence and dynamic relevancy skills.
 - demand the attention of various audiences.
- Committed to safeguarding and promoting the welfare of children and young people.

RELEVANT QUALIFICATIONS AND TRAINING

ESSENTIAL

- Honours Degree.
- Qualified teacher status
- NPQH or relevant recent/current experience of being a Headteacher.
- Evidence of relevant continuous professional developments.

DESIRABLE

- Higher degree or equivalent qualification.

RELEVANT EXPERIENCE

ESSENTIAL

- Relevant experience as a Headteacher, Deputy Head or member of a Leadership and Management Team at school.
- Evidence of
 - regular and relevant leadership and effective management.
 - working effectively with governors.
- Experience of
 - developing whole school strategies in key fields such as teaching and learning and/or welfare and inclusion
 - establishing and building partnerships with parents, the community and with other partners.



SKILLS AND SPECIALIST KNOWLEDGE

ESSENTIAL

- Possess:
 - a knowledge of modern developments in education, both locally and nationally
 - a clear understanding of learning principles of quality, teaching and assessing in the secondary sector
 - a firm understanding of school improvement processes
 - firm information of implementation strategies that ensure high standards of behaviour and attendance
 - an ability to prepare strategies to ensure social, diversity and access inclusion.
 - good information of the role of the governing body and an ability to implement continuous improvement and accountability strategies.
 - good information of the wider curriculum beyond the school and the opportunities for the school pupils and community.
 - an inclusive attitude and the skills to ensure the success of every pupil to reach his/her full potential.
- Demonstrate personal enthusiasm towards the use of the Welsh

language/Welsh Curriculum at the school.

- Understand the requirements of strategic financial planning, budgetary control and best value principles.

LANGUAGE REQUIREMENTS

- Skills in standard written Welsh and English; both formal and informal.
- Present written information confidently by letter, more detailed and technical report formats, and respond to written requests conveying information, ideas and opinions in Welsh and English (a language checking service is available).
- Able to:
 - follow a conversation or discussion through the medium of Welsh and English on a professional level and discuss general day to day topics in the field in order to present information and express opinions.
 - give a pre-prepared presentation and respond to any comments and questions on it in Welsh or English.
 - gather information from various sources such as letters, reports, articles through the medium of Welsh and English in order to fulfil the post.

Those attributes expected of the post-holder should be described. These will be used as criteria when assessing each applicant.

MEYSYDD BLAENORIAETH YSGOL FRIARS

2025-2026

<i>Safonau Eithriadol – yn sicrhau bod pob dysgwr yn cwrdd â'u llawn potensial</i>	<i>Gwella lles meddyliol, corfforol ac emosiynol holl aelodau cymuned Ysgol Friars</i>	<i>Datblygu arweinyddiaeth ar bob lefel</i>	<i>Diwallu anghenion pob dysgwr – Addysgeg effeithiol a Chwricwlwm Cynhwysol</i>
Byddwn yn gwella ein canlyniadau uwch ar ddiwedd blwyddyn 11	Gwella presenoldeb disgyblion	Parhau i wella Prosesau Sicrhau Ansawdd yr ysgol gyfan a chynllunio gwella	Sicrhau cysondeb mewn addysgu ar draws yr ysgol, gyda ffocws penodol ar addysgu addasol wrth ddysgu
Lleihau'r bwlch mewn cyrhaeddiad rhwng disgyblion sydd â hawl i brydau ysgol am ddim a disgyblion nad ydynt yn cael prydau ysgol am ddim mewn dangosyddion allweddol ar ddiwedd Blwyddyn 11	Ymgorffori strategaethau pellach i ddatblygu ymddygiad ar gyfer dysgu	Datblygu Arweinyddiaeth ar bob lefel	Addasu'r cynnig cwricwlwm i ddiwallu anghenion ein disgyblion
Lleihau canran y disgyblion sy'n gadael Ysgol Friars heb achrediad cydnabyddedig	Ymgorffori prosesau a chymorth diogelu ac amddiffyn plant ymhellach	Datblygu rôl llywodraethwyr fel cyfeillion beirniadol	Datblygu trefniadau asesu ysgol gyfan
	Gwella Lles Staff	Parhau i ddatblygu rôl disgyblion fel arweinwyr a'u rôl mewn cynllunio gwella	Cryfhau'r ddarpariaeth ar gyfer datblygiad graddol sgiliau ysgrifennu ar draws y cwricwlwm
	Sicrhau bod darpariaeth ADY yn diwallu anghenion dysgwyr ar draws yr ysgol	Sicrhau bod yr amgylchedd dysgu yn gwella dysgu a lles disgyblion a staff	

YSGOL FRIARS PRIORITY AREAS

2025-2026

<i>Exceptional Standards – ensures that all learners meet their full potential</i>	<i>Enhance the mental, physical and emotional wellbeing of all members of Ysgol Friars community</i>	<i>Developing leadership at all levels</i>	<i>Meeting the needs of all learners – effective Pedagogy and Inclusive Curriculum</i>
We will improve our higher outcomes at the end of year 11	Improve pupil attendance	Continue to improve whole-school Quality Assurance processes and improvement planning	Ensure consistency in teaching across school, with a particular focus on adaptive teaching in learning
Reduce the gap in achievement between pupils entitled to free school meals and non- FSM in key indicators at the end of Year 11	Further embed strategies to develop behaviour for learning	Develop Leadership at all levels	Adapt the curriculum offer to meet the needs of our pupils
Reduce the % of pupils who leave Ysgol Friars without a recognised accreditation	Further embed safeguarding and child protection processes and support	Develop the role of governors as critical friends	Develop whole-school assessment arrangements
	Enhance Staff Wellbeing	Continue to develop the role of pupils as leaders and their role in improvement planning	Strengthen the provision for the progressive development of writing skills across the curriculum
	Ensure ALN provision meets the needs of learners across the school	Ensure the learning environment enhances the learning and wellbeing of pupils and staff	

Y camau nesaf.....

Gellir cael manylion pellach a/neu sgwrs anffurfiol am y swydd drwy gysylltu â:
Chadeirydd y Corff Llywodraethu, Elin Walker Jones - Ffôn Symudol: 07808 472204.

E-bost: cynghorydd.elinwjones@gwynedd.llyw.cymru

neu

Ellen Williams, Swyddog Cefnogi Ysgolion, Adran Addysg Cyngor Gwynedd
Ffôn - 01286 679 178. E-bost: EllenWiliams@gwynedd.llyw.cymru

Mae croeso i chi ymweld â'r Ysgol unai ar 13/01/2026 am 9.30yb neu 15/01/2026 am 4.00yp
drwy ebostio neu ffonio Bethan Roberts, Arweinydd Prosiect
Bethan.Roberts@friars.ysgoliongwynedd.cymru - 01248 363 690

Gellir cyflwyno cais am y swydd ar-lein ar wefan Cyngor Gwynedd. Ond os y dymunir
dychwelyd y ffurflen gais trwy e-bost, dylid ei dychwelyd at Bethan Roberts, Arweinydd Prosiect
Bethan.Roberts@friars.ysgoliongwynedd.cymru erbyn y dyddiad cau.

Next steps.....

For further information/an informal chat, please contact:
The Chair of Governors, Elin Walker Jones - Mobile: 07808 472204.

E-mail: cynghorydd.elinwjones@gwynedd.llyw.cymru

or

Ellen Williams, School Support Officer, Cyngor Gwynedd Education Department.
Phone number: 01286 679 178. E-mail: EllenWiliams@gwynedd.llyw.cymru

You are welcome to visit the School either on 13/01/2026 at 9.30am or 15/01/2026 at 4.00pm
by emailing or calling Bethan Roberts, Project
Lead Bethan.Roberts@friars.ysgoliongwynedd.cymru - 01248 363 690

Applications for this post can be submitted online via Cyngor Gwynedd website. But if you wish
to return the application form by e-mail, it should be returned to Bethan Roberts, Project Lead
Bethan.Roberts@friars.ysgoliongwynedd.cymru by the closing date.