



Head of School Person Specification

The governing body is committed to safeguarding and promoting the welfare of children and young persons. Heads of School must ensure the highest priority is given to the guidance and regulations to safeguard children and young people. An enhanced disclosure from the Disclosure and Barring Service (DBS) will be required from the successful candidate.

Qualifications and Training (assessed from application)

Criteria	Essential	Desirable
Qualified teachers status (Application form)	Yes	
Three years senior management experience e.g. Deputy/Assistant Head (Application form)	Yes	
NPQH Award or working towards (Application form)	Yes	
A degree or equivalent	Yes	
Evidence of commitment to in-service training	Yes	

Competence Summary (assessed at interview)

Criteria	Essential	Desirable
Experience of effective leadership and managing a large team	Yes	
A proven ability to motivate, lead and interact with staff, students and parents/carers which promotes achievement.	Yes	
Effective use of leadership styles which reflects different situations	Yes	
Clear and effective communication skills	Yes	
The ability to evaluate, analyse and present data and information coherently.	Yes	
A thorough knowledge and understanding of the secondary curriculum	Yes	
A clear understanding of current curriculum and management initiatives	Yes	
Experience of working with governors	Yes	
Proven ability to create and deliver a marketing strategy to promote the school offer	Yes	
Experience of presenting and influencing to external audiences	Yes	
Ability to plan strategically with a sense of priorities	Yes	

Ability to deal sensitively with people and resolve conflict	Yes	
Able to demonstrate high level organizational skills	Yes	
A record of involvement in school extra-curricular activities, school shows, educational visits, expeditions, residential courses, charity projects etc.		Yes
Substantial experience of curriculum innovation and development that has resulted in raised standards		Yes
Substantial pastoral experience		Yes
Experience of financial management at a whole school level		Yes
The ability to deploy effectively staff and resources	Yes	
Successful track record of leadership in secondary school sector preferably in large secondary schools (750+)	Yes	
Proven substantial successful teaching experience	Yes	
The ability to manage an inclusive school, setting high standards and delivering education excellence	Yes	

The Post holder will be able to demonstrate: (assessed at interview)

Criteria	Essential	Desirable
Personal impact and presence	Yes	
Integrity	Yes	
Self confidence	Yes	
Adaptability to changing circumstances and new ideas	Yes	
Emotional resilience	Yes	
A willingness to embrace and develop the vision of Pakefield High School	Yes	
Good interpersonal skills	Yes	