# Head of School Primary Person specification

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| criteria | qualities |
| **Qualifications and training** | * A teacher qualification and specific Autism / SEND training or qualifications
* NPQH / NPQSL /middle leader/ leadership training would be an advantage but is not essential.
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| **Experience** | * Successful experience as a class teacher, exceeding the standards and able to model best classroom practice
* Successful experience of helping class teachers to improve their class leadership and professional practice
* Successful leadership and management experience at a AHT /DHT level in a special school.
* Involvement in school self-evaluation and improvement planning
* Line management experience of teaching staff
* Experience of change management
* Experience of leading and planning staff development
* Experience of building strong and positive relationships with pupils, staff and parents in situations wider than a class team
* Experience of successfully managing challenging conversations
* Successful Experience of chairing / leading meetings which have effective outcomes
* Experience of effective recruitment; selecting appropriate staff to work in the settings that you have worked in
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| **Skills and knowledge** | * Expert knowledge of best classroom practice in a class for pupils with autism
* Excellent Ability to communicate the Freemantles mission and vision and inspire others
* Effective communication and interpersonal skills deployed through a range of different platforms
* Excellent time management and organisational skills
* Ability to build effective working relationships with senior colleagues, all school staff and all other stakeholders
* Knowledge of approaches that promote effective line management
* Knowledge of the Early Years Foundation Stage planning and best practice within the context of Freemantles setting.
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| **Personal qualities** | * Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils
* Model a commitment and dedication to the school whilst also establishing a good work/ life balance and recognising the essential nature of good emotional wellbeing in themselves and others.
* Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the reputation of the school
* Committed to further development and improvement for self and organisation; maintaining a curious mind and investigating new innovations.
* Ability to work under pressure and prioritise effectively
* Ability to find solutions and to support others to find the solutions which will work best for them
* Ability to know when to seek advice and where to go to get it
* Commitment to maintaining confidentiality at all times
* Commitment to safeguarding and equality
* Enthusiasm for and ability to, learn about and input into:

School financial planningGovernance of a school  |

# Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: November 2021

Next review date:

Executive Headteacher’s signature:

Date:

Postholder’s signature: