**Bleak Hill Primary School**

**Person Specification for the post of Head Teacher**

*Note: Candidates failing to meet any of the essential criteria will automatically be excluded*

**(A) Qualifications**

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| --- | --- | --- |
|  | **E/D** | A/I |
| Qualified Teacher Status | **E** | **A** |
| Degree | **E** | **A** |
| Meets the requirements re: National Professional Qualification for Headship | **D** | **A** |
| Professional Development in preparation for Headship  Has successfully undertaken appropriate Designated Safeguarding Senior Leader training and appropriate Child Protection training. | **E**  **E** | **A**  **A** |
| Teaching Experience:  Proven effective teaching experience in one or more primary phases | **E** | **A** |
| Proven effective teaching experience across the primary phase | **D** | **A** |

**(B) Knowledge**

|  |  |  |
| --- | --- | --- |
|  | **E/D** | **A/I** |
| A comprehensive understanding of what constitutes outstanding teaching and learning across all primary key stages | **E** | **A/I** |
| Knowledge of current developments relating to the curriculum at relevant key stages | **E** | **A/I** |
| An understanding of how data, assessments and target setting are used to raise standards and address weakness | **E** | **I** |
| A complete understanding of the school improvement cycle and the importance of monitoring, evaluation and review | **E** | **A/I** |
| An understanding of and commitment to meeting the needs of all learners with particular regard to inclusive practice | **E** | **A/I** |
| A clear understanding of the needs of SEND pupils and their teaching staff | **E** | **A/I** |
| Knowledge and experience of strategic financial planning and the principles of best practice in relation to budgetary management | **D** | **A/I** |
| Understanding of the factors which create barriers to learning and ability to implement appropriate strategies for reducing inequalities and promoting social inclusion | **E** | **A/I** |

**(C) Skills abilities and competencies**

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| --- | --- | --- |
|  | **E/D** | **A/I** |
| Demonstrate understanding of the principles of safeguarding and the importance of keeping our pupils safe | **E** | **A/I** |
| Demonstrate visionary leadership to inspire, challenge, motivate and empower teams and individuals to achieve robust goals | **E** | **A/I** |
| Excellent and proven leadership skills as a minimum Deputy Head/Assistant Head Teacher or equivalent | **E** | **A/I** |
| Outstanding communicator to all stakeholders | **E** | **I** |
| Build and maintain quality relationships through interpersonal skills and effective communication with pupils, staff and the wider school community | **E** | **A/I** |
| The ability to embrace, manage and facilitate change, including consulting and negotiating effectively with all school stakeholders | **E** | **A/I** |
| Foster and develop a caring, nurturing and a child-centred ethos | **E** | **A/I** |
| Think analytically and creatively and use initiative to be solution focused. | **E** | **I** |
| Demonstrate a proven ability to lead school improvement and raise standards | **E** | **A/I** |
| The ability to manage resources effectively in order to ensure value for money and high-quality school effectiveness whilst ensuring statutory procedures are met | **E** | **A/I** |
| An ability to fulfil all spoken aspects of the role with confidence through the medium of English | **E** | **I** |
| The ability to sustain a proactive ethos within the school’s growing community | **E** | **A/I** |
| Ability to maintain an environment that promotes good behaviour, discipline and celebrates success. |  |  |
| Excellent written and IT skills | **E** | **A** |

**(D) Experience**

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| --- | --- | --- |
|  | **E/D** | **A/I** |
| Significant strategic leadership experience at a minimum of Deputy or Assistant Head Teacher level or equivalent | **E** | **A/I** |
| Experience of bringing about significant improvement in the quality of learning and teaching in a school and maintaining the highest standards | **E** | **A/I** |
| Challenge and support staff in their professional/personal development including appraisal which informs the School Improvement Plan | **E** | **A/I** |
| Experience of managing and resolving challenging situations | **E** | **A/I** |
| Experience of working with parents/carers and the community as partners in learning | **E** | **A/I** |
| Experience of developing a child-centred, exciting curriculum that will engage all Bleak Hill children | **E** | **A/I** |

**(E) Special Attributes to be tested at all stages**

|  |  |  |
| --- | --- | --- |
| Child-centred | **E** | **A/I** |
| Inspirational and innovative | **E** | **A/I** |
| Be aware of their own strengths and areas for development, listen to and reflect upon feedback from others | **E** | **A/I** |
| Be approachable with a visible presence | **E** | I |
| Passionate about teaching and learning | **E** | **A/I** |

**(F) Application Form and Supporting Statement**

Please provide a written statement of no more than **1,300 words** detailing why you believe your experience, skills, personal qualities, training and/or education are relevant to your suitability for the post advertised and how you meet the person specification. The form must be fully completed, legible and accurate.

**(G) Confidential References and Reports**

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| --- | --- |
| Positive recommendation from all referees, including current employer, one of which must be from your LA/Academy Trust | **E** |

A – Application Form

I – Interview (including any tasks set as part of the assessment)