Person Specification Form

Headteacher Post

St.John's CofE (VA) Primary School
Spring Park Road
Croydon
CR0

Confidential

Please complete and return this form to recruitment@st-johns.croydon.sch.uk , together with your covering letter and application form.		
First Name:	**Surname:**	**Date:**
All sections can be extended		

Dear Applicant
In appointing a headteacher, governors will welcome applicants from anywhere on a continuum from practicing Anglican, committed Christian actively involved in their own church to someone willing to lead, develop and support the Christian ethos. The Governing Body seeks the best candidate for our school, and we will ensure that our new Headteacher has the ability and commitment to provide Christian Leadership within the school.

Please clarify your experience relating to each point.

Please also submit a covering letter in Section 10 of the main Application Form, setting out the main points of your application; not exceeding 2 pages please.

Qualifications and Training		
Requirement	**Candidate Experience**	**Essential/ Desirable**
1. Qualified Teacher Status		**E**

2. Clear evidence of commitment to professional development in school leadership		**E**
3. NPQH - National Professional Qualification for Headship or equivalent		**D**
4. Proven experience of successful senior leadership in a primary school**.**		**E**

Values		
Requirement	**Candidate Experience**	**Essential/ Desirable**
5. Belief in our vision of *Love, Learn, Flourish* and in our values of peace, compassion, joy and wonder, trust and generosity, with the ability and desire to live those out in daily life. Ability to embrace, uphold and lead by our rule 'Love one another'.		**E**
6. Role model energy, empathy and a positive attitude to encourage and support staff to thrive professionally, assist colleagues and maintain a positive work-life balance.		**E**
7. Commitment to the seven 'Nolan Principles' of conduct in public life.		**E**
8. Commitment to understanding the organic school community and its diverse needs. A proven ability to build strong, collaborative		**E**

relationships with parents, local businesses, stakeholders and community organisations while role modelling the love that flows throughout our school.		
9. The resilience, flexibility and delegation skills needed to work under pressure, to manage workload and to work collaboratively; ability to know when to ask for help. A commitment to self-development and continued professional development of self, staff and governors. Commitment to monitor and maintain the of wellbeing of all in the school community, including pupils, families, staff, governors and themselves, and act accordingly to support those needing help.		**E**

Inspiring School Leader		
Requirement	**Candidate Experience**	**Essential/ Desirable**
10. Demonstrable experience of delivering whole-school strategy in a primary school, across a range of areas, reflecting our vision and values**.**		**E**
11. Demonstrable experience of building a strong, positive school culture based on encouragement, love, respect and shared Christian values, with experience of developing strong positive		**D**

relationships with parents/carers to maintain their engagement so that our children can flourish.		
12. Proven strong relationships with colleagues and stakeholders, with a record of successfully hiring, developing and empowering a strong staff team, and using evident skills to navigate difficult conversations so that staff and members of the school community remain engaged. Strong decision-making skills, including making difficult decisions when necessary.		**E**
13. knowledge of the role of a governing body of a Voluntary Aided C of E school. Experience of working closely with the governing body, building effective relationships and working positively with them for their development and for the school's improvement.		**D**
14. Experience of managing disciplinary, complaints and performance procedures, and of managing difficult processes and outcomes successfully utilising authority, compassion and integrity		**D**
15. Ability to create a culture of financial responsibility and awareness across the school, with financial decisions supporting educational priorities and delivering best value for money, including staffing structures that are affordable, sustainable and aligned with the school's educational priorities.		**D**

16. Ability to use data analysis effectively to drive school improvement and target setting.		**E**
17. In-depth knowledge of Ofsted framework and process.		**E**
Outstanding Educator		
Requirement	**Candidate Experience**	**Essential/ Desirable**
18. Proven track record as an outstanding, child-centred classroom practitioner with a deep understanding of, and love for, teaching and learning. The ability to be a role model in the classroom and to develop and encourage others to create a rich and stimulating teaching and learning environment.		**E**
19. Knowledge and foresight of how to build on our embedded broad, creative, relevant curriculum which inspires children, including activities and experiences that support learning, enhance children's wider development and teach skills for life.		**E**
20. Track record of delivering high standards of teaching, learning and attainment, raising achievement and accelerating progress in all children, with high aspirations for all pupils and a firm belief that children from disadvantaged backgrounds can and do achieve the highest		**E**

standards.		
21. Demonstrable commitment to inclusion and equality as applied to primary schools, to understanding the needs of each child in the school, including those with SEND. To ensure all staff are also committed to and demonstrate this.		**E**
22. Ability to uphold the effective delivery of RE as a core subject and the leadership of spiritual development across the curriculum.		**E**
23. Commitment to high standards of behaviour and strong understanding of behavioural management techniques which have learning from mistakes/forgiveness at their core.		**E**
Committed to continuous improvement		
Requirement	**Candidate Experience**	**Essential/ Desirable**
24. Experience, deep knowledge and a track record of effective, evidence-based monitoring and evaluation of teaching and learning to improve quality of teaching and raise pupil achievement, including in children with SEND. Experience of school improvement, monitoring and evaluating performance through self-evaluation and external review in order to continue to achieve the		**E**

highest Ofsted and SIAMS ratings.		
25. Ability to maintain and develop the strong community/organisational links in the interests of school improvement and to prepare pupils educationally and socially for life.		**E**
26. Ability to lead the school in continuing to address sustainability across the school; to reduce the carbon footprint further and exploring other Green projects, as well as assessing staffing levels, outsourced contracts and the allocation of the budget.		**E**
Safeguarding		
Requirement	**Candidate Experience**	**Essential/ Desirable**
27. A deep and up-to-date knowledge of the statutory guidance in 'Keeping Children Safe in Education' (KCSIE) and other relevant safeguarding legislation and current best practice, and a clear commitment to its implementation throughout all aspects of the school and school community.		**E**
28. Level 3 Safeguarding Training and experience of being a Designated Safeguarding Lead or DSL Team Member with ability to lead by example and create a strong, positive safeguarding culture where all concerns are taken seriously and responded to		**E**

promptly, to maintain the children feeling safe and loved at school. The ability to train, mentor and challenge staff to ensure the highest level of safeguarding practice.		
29. Experience in managing and overseeing complex safeguarding cases and a clear understanding of the multi-agency working environment.		**E**
30. Expertise in safer recruitment processes, with the ability to train staff, instil a passion for keeping children safe into staff, governors and the wider school community, resulting in the culture of safeguarding being evident throughout school life.		**E**
Church School Leader		
Requirement	**Candidate Experience**	**Essential/ Desirable**
31. Demonstrate a commitment to our vision, ethos, values and Christian distinctiveness of this school. Can provide Christian Leadership within the school.		**E**
32. Experience of leadership in a faith school, with a knowledgeable understanding of the SIAMS inspection framework.		**D**
33. Ability to lead inspiring and relevant Collective Worship in a way that encourages and equips children and staff spiritually, and continues to embed our school rule		**E**

to love one another.		
34. Ability to work collaboratively with the clergy and other representatives of the Parish of St. John the Evangelist in meeting the spiritual and pastoral needs of children.		**E**
35. A practicing, committed Christian. Although essential, having the skills and commitment to lead and live school life by our values and Christian distinctiveness are key to this role.		**D**