

## Person Specification for Headteacher at St Mary & St Paul's CE Primary Voluntary Aided School

***The applicant will be required to safeguard and promote  
the welfare of children and young people***

The appointing panel will use a combination of assessment tools to determine each candidate's suitability and the extent to which the criteria have been met. These assessment tools include (but are not limited to) the application form, supporting statement, information gathered during the interview process and references.

### Faith Commitment

		Essential/ Desirable
1.	A practising committed Christian <i>(This requires evidence of current church involvement and a clear indication of the applicant's beliefs in relation to a church school)</i>	E
2.	Willing and able to sustain and develop the Christian character of our church school	E

**To be able to demonstrate their knowledge and understanding of the following in the context of a Church school.**

		Essential/ Desirable
3.	Ways to ensure that the Christian vision and ethos enables the flourishing of pupils and adults within the school and its community	E
4.	Leading school worship	E
5.	An oversight of ways of developing the effectiveness of religious education and collective worship	E
6.	How relationships should be fostered and developed between the school, local Church and its community and Diocese of Liverpool	E
7.	Ways of leading the spiritual development of all the school community	E
8.	Courageous advocacy	E

### Qualifications

		Essential/ Desirable
9.	Qualified teacher status	E
10.	Degree	E
11.	CEPQH or NPQH or be willing to undertake it (or the North West Christian Leadership Course)	E

### Professional development and Safeguarding

		Essential/ Desirable
12.	Evidence of recent and appropriate professional development for the role of Headteacher (for a first-time head) <b>Or</b> Evidence of ongoing leadership and management professional development (if a serving head)	E
13.	Displays commitment to the protection and safeguarding of children and young people	E
14.	Up to date safeguarding training and knowledge of legislation for the protection of young people	E
15.	Has successfully undertaken 'safer recruitment' training or has a commitment to do so within 12 months of taking up the post	E
16.	Will co-operate and work with relevant agencies to protect young people	E

### School leadership and management knowledge and experience

		Essential/ Desirable
17.	Recent successful leadership as a headteacher or as a deputy headteacher (or as an assistant headteacher if their current school does not have a deputy)	E
18.	Evidence of successfully leading school improvement (or an aspect of)	E
19.	To have an active involvement in school self-evaluation and development planning	E
20.	To have had experience of and ability to contribute to staff development (e.g. coaching, mentoring, leading INSET etc.)	E
21.	Experience of monitoring staff performance	E
22.	Knowledge and understanding of strategic financial planning and budget management for school and ITT SCITT budget	E
23.	The ability to provide support and advice to the Governing Board to enable it to meet its responsibilities	E
24.	Maintains good awareness of current national education policy and strategy including ITT	E
25.	Engage with external partnerships for school improvement	E
26.	Experience of supporting and mentoring trainee teachers	E
27.	Awareness and understanding of school based ITT	D
28.	Supportive of Mersey Boroughs ITT Partnership SCITT and its continued development	D
29.	Fully supportive of the school's commitment to our Teaching School Alliance	E

### Experience and knowledge of teaching

		Essential/ Desirable
30.	Experience of teaching in more than one school within the advertised phase	E
31.	To have taught in at least two key stages (EYFS/KS 1/KS 2/KS 3) appropriate to the school's context	D

32.	To have working current knowledge and understanding of all key stages within the school's phase setting	<b>E</b>
33.	Can effectively analyse school data and identify appropriate actions to raise standards/address weaknesses	<b>E</b>
34.	Commitment to ensuring inclusion and addressing diversity positively	<b>E</b>
35.	Awareness and understanding of specialist SEN provision	<b>E</b>

### Professional attributes and skills

		<b>Essential/ Desirable</b>
36.	Demonstrate an understanding of the needs of the pupils at our school and wider community and how these can be met	<b>E</b>
37.	Demonstrate a clear rationale for behaviour management and a proven track record of the implementation of a range of behaviour strategies	<b>E</b>
38.	An ability to communicate effectively, both orally and in writing, to a range of audiences	<b>E</b>
39.	To be a leader of learning; demonstrating, promoting and encouraging excellent classroom practice	<b>E</b>
40.	A commitment to the professional development for all staff, and self	<b>E</b>
41.	To lead community involvement	<b>E</b>

### Personal Qualities

		<b>Essential/ Desirable</b>
42.	A passion for achieving the very best outcomes for all children	<b>E</b>
43.	A clear vision for an innovative, progressive and forward-thinking church school	<b>E</b>
44.	The capacity to provide inspirational, enthusiastic and innovative educational leadership	<b>E</b>
45.	Flexibility, initiative and personal responsibility to maintain a positive attitude in the face of a challenging and demanding job	<b>E</b>
46.	An ability to establish effective working relationships with a wide and diverse range of people including pupils, parents, governors, colleagues, other professionals and wider community	<b>E</b>
47.	The ability to inspire confidence	<b>E</b>
48.	The ability to continue to develop and grow the clear theologically-rooted Christian vision for the school	<b>E</b>
49.	Be aware of their own strengths and areas for development and listen to and reflect (and act) upon as appropriate the feedback from others	<b>E</b>

### Professional Skills

Each candidate will be expected to demonstrate knowledge and understanding of the Headteachers' Standards 2020 which also form the basis of the Job Description. Candidates will be expected to show evidence of having applied this knowledge and understanding in their current setting as well as an awareness of how this will be applied in our school.

### Confidential References and Reports

Positive and supportive faith reference from the priest/minister where the applicant regularly worships	<b>E</b>
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<i>Candidates who do not use their Parish priest/minister must give an explanation in the letter of application</i>	
Positive recommendation from all referees, including current employer	<b>E</b>

### **Application Form and Supporting Statement**

The form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post, and be no more than 3 sides of A4 - Arial font, size 11.