

Northburn Primary School

Headteacher: Person Specification

The essential requirements that are necessary to do this job are listed below. In your application, you should state clearly how your knowledge, skills and experience meet these requirements, as the panel will reach a decision on whether to short-list you, based on the information you provide.

Factor	Essential	Desirable	Assessment means
Qualifications and Training	<ul style="list-style-type: none"> Degree and recognised teaching qualification Recent proven experience of senior leadership in primary education. DSL/Deputy DSL training 	Evidence of appropriate Continuous Professional Development. For example: <ul style="list-style-type: none"> NPQH qualification SENDCo qualification 	Application process Interview
Shaping the Future			
Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Can demonstrate experience of: <ul style="list-style-type: none"> Safeguarding policy and procedure Developing and implementing strategic plans The ability to motivate and mobilise the whole school, in the achieving of challenging goals and targets Ensuring the promotion of an inclusive environment, including SEND and disadvantaged pupils Building, communicating and implementing a shared vision for further development 	Knows about and/or has experience of: <ul style="list-style-type: none"> Local, national and global trends and their translation to the individual school setting 	Application Process Interview
Leading teaching and learning			
Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Can demonstrate: <ul style="list-style-type: none"> Highly effective teaching across the primary age range 	<ul style="list-style-type: none"> Experience of teaching mixed age classes 	Application process Interview

	<ul style="list-style-type: none"> • Strategies for raising achievement and achieving excellence • Secure knowledge of the principles of highly effective teaching and learning • Experience of curriculum design and management across a range of age groups • Monitoring and evaluating performance to inform school self-evaluation • Using data and benchmarks to secure improvements in every child's learning • Experience of successfully leading whole school change • Experience of designated safeguarding responsibilities 	<ul style="list-style-type: none"> • Knowledge or experience of Forest School and learning in the outdoors and its place within the curriculum 	
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Developing Self and Working with Others

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Knows about and has experience of: <ul style="list-style-type: none"> • The relationship between managing performance, CPD and sustained school improvement • Holding others to account • Building strong working relationships with the wider local community 		Application process Interview

Managing the School

Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Knows about or has experience of: <ul style="list-style-type: none"> • Performance management, Ofsted inspections and school self-evaluation • Principles and strategies of school improvement 	<ul style="list-style-type: none"> • Procurement • Development of premises • Awareness of strategic financial planning, budgetary management and principles of best value for money 	Application process Interview

Securing Accountability			
Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Knows about or has experience of: <ul style="list-style-type: none"> • The use of a range of evidence including performance data, to support, monitor and improve aspects of school life, including challenging under performance • The principles and practice of quality assurance systems, including school review, self-evaluation and performance management • Reporting to the Governing Body and other stakeholders, including the Local Authority 		Application process Interview
Strengthening Community			
Factor	Essential	Desirable	Assessment means
Knowledge, skills and experience	Knows about and/or has experience of: <ul style="list-style-type: none"> • Effective team working within school, the local community and with external partners • Strategies which encourage parents and carers to support their children's learning by fully engaging in school life • Working effectively and appropriately with the Governing Body to enable it to meet its responsibilities 	Knows about and has experience of: <ul style="list-style-type: none"> • Current issues and future trends that impact on our school community 	Application form Interview
Factor	Essential	Desirable	Assessment means
Professional Qualities	Can demonstrate the ability to: <ul style="list-style-type: none"> • Balance teaching commitment and leadership responsibilities • Think strategically, make decisions and communicate effectively 		Application form Interview

	<ul style="list-style-type: none">• Inspire, motivate and challenge the whole school community• Exhibit emotional resilience• Use coaching skills to support staff appropriately• Exhibit personal enthusiasm for, and commitment to, the learning process• Prioritise, plan and organise themselves and others• Think creatively to anticipate and solve problems• Engage in a dialogue which builds partnerships and community consensus• Build impactful support networks		
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