

## **Person Specification**

**Job Title - Headteacher**

**Salary - L18 – L24**

**School – Mulgrave Primary School**

**During the application and selection process, it will be necessary for the candidate to demonstrate that they fulfil these criteria.**

**E=Essential D=Desirable**

**(Essential criteria assessed via application form will be used to shortlist)**

**Evidence may be assessed through various methods: A=Application Form, I=Interview /Assessment**

### **Qualifications and Experience**

Qualified Teacher Status            E A

Evidence of commitment to continuing professional development (including in school leadership and management)            E A

Proven successful experience as either a headteacher or a deputy headteacher for at least three years    E A

Record of successful class teaching experience, preferably across two key stages within a UK primary school            E A

NPQH or equivalent professional qualification            D A

SENCO qualification            D A

### **Skills, qualities and knowledge**

In-depth knowledge of current educational issues and school systems (including Ofsted requirements)    E A/I

Evidence of highly-effective, inclusive teaching and a love of learning            E A/I

Ability to build positive relationships with the whole school community, leading by example in fostering optimism and high expectations            E A/I

Excellent organisational skills and ability to communicate effectively (orally and in writing)    E A/I

Evidence of commitment to inclusive education, providing and promoting equal opportunities for all, including examples such as EAL and SEN.            E I

### **Strategic leadership and accountability**

Evidence of ability to build, communicate and implement a clear vision for the school in consultation with all key stakeholders    E A/I

Experience of successful delivery against an agreed strategic plan to lead school improvement (planning, monitoring, reviewing and evaluating) E A/I

Ability to use monitoring and evaluation to improve academic, spiritual, moral, social, emotional and cultural development of all children, ensuring excellent outcomes for all E A/I

Thorough understanding and application of the statutory framework for education and the legal framework that underpins school management E A/I

Awareness of the need to support the governing body in understanding its role and delivering its functions effectively, putting in place effective communication so that governors are provided with the information they need to meet their responsibilities E I

Ability to interpret, analyse and use a wide range of data and information effectively to drive school improvement E A/I

Awareness of, and commitment to, responsibilities in relation to compliance in:

- data protection
- health, safety, well-being and safeguarding
- equality and inclusion
- sustainability and environment E A/I

Proven experience in successfully leading and managing change E A/I

Able to demonstrate the ability to maintain and manage an external perception of the school that maximises the school's attractiveness to families and potential partners such as engagement with PTA, media relations. E A/I

### **Leading learning and teaching**

Ability to demonstrate sound understanding of how children learn and effective pedagogies to support their development E A/I

Track record of assessing, monitoring, evaluating and improving the quality of teaching E A/I

Evidence of having raised standards of achievement for all children E A/I

Commitment to developing and implementing a creative and inspiring curriculum which will engage all children and takes into account the richness and diversity within the school community E A/I

### **Staff and resources management and development**

Proven ability to lead, motivate and support a team of staff E A/I

Evidence of involvement in recruiting staff and awareness of issues around retention E A/I

Experience of undertaking staff performance reviews and supporting opportunities for growth and development of the whole team in order to promote excellence and challenge underperformance E A/I

Track record of successfully managing financial budgets (including pupil premium) and human resources to achieve educational goals E A/I

**Community**

Ability to build and develop strong relationships across the entire school community and beyond the school, working collaboratively for the benefit of the children and school.

Ability to provide a safe environment that promotes the welfare and safeguarding of children and staff, ensuring that all staff are aware of their responsibilities and procedures for the health, safety, safeguarding and well-being of staff, children and visitors to the school E A/I