

Person Specification for Head Teacher – Oakwood Infant and Nursery School

This specification sets out the criteria which will be used to shortlist candidates for interview and during the interview process.

Please include the following in your application, which should be no longer than 3 sides of A4 (font size 11):

A supporting letter which sets out your educational philosophy and vision for the school, how this addresses the selection criteria detailed in the person specification and how you would approach the challenges of your first twelve months as our Headteacher.

	Essential	Desirable	Measured By
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Evidence of further continuous professional study and development 	<ul style="list-style-type: none"> • Higher/Leadership qualification in education and/or management eg. NPQH/Master’s level qualification 	Application Form
Relevant Experience	<ul style="list-style-type: none"> • Proven successful leadership as a Headteacher or Deputy Headteacher • Demonstrable leadership and management experience in KS1 and EYFS through visionary leadership • In-depth knowledge and understanding of KS1 and EYFS phases • Evidence of highly effective teaching/outstanding classroom practice in KS1 and EYFS • Experience in leading inclusive school improvement initiatives across KS1 and EYFS • Proven track record of improving outcomes of SEN and disadvantaged children. • Demonstrable experience in fostering a culture of continuous improvement through effective coaching, mentoring and robust induction of staff • Experience of organisational and financial management, including strong financial planning, budget management 	<ul style="list-style-type: none"> • Experience of working in more than one school • Experience of working with and developing positive links with the community to enhance pupil wellbeing and outcomes • Experience of working with other schools and organisations to provide specific support for young children and their families, including social care • Experience as a Designated Safeguarding Lead 	Application Form/Interview

	<p>and resource management skills.</p> <ul style="list-style-type: none"> • Experience of working with and involving school Governors 		
<p>Knowledge and Understanding</p>	<ul style="list-style-type: none"> • Deep commitment to safeguarding with a comprehensive understanding of strategies to promote the welfare and safety of children • Expertise in primary education, including a thorough grasp of current educational policies, frameworks, and initiatives that impact teaching and learning. • Proficient knowledge of the KS1 National Curriculum and Early Years Curriculum, with a focus on creating inclusive, engaging learning experiences • Ability to build on current strengths and initiatives and to ensure a smooth transition to deliver continuous improvement • Understanding of how to foster an effective learning environment, incorporating successful behaviour management techniques to support student well-being and achievement • Ability to use data to assess school performance, identify areas for improvement and inform strategic planning and decision-making • Awareness of health and safety regulations, ensuring a safe educational setting that complies with all relevant policies and procedures • Up-to-date knowledge of statutory requirements and guidance in relation to working with, and the protection of, children and young people 	<ul style="list-style-type: none"> • Insights into defining and maintaining high-quality educational standards, with a focus on continuous enhancement of teaching and learning • Familiarity with UK GDPR regulations, emphasizing the importance of data protection and privacy within the educational setting • Knowledge of the latest research and best practice in supporting disadvantaged pupils and those with SEND. 	<p>Application Form/Interview</p>

Skills, Abilities and Qualities	<ul style="list-style-type: none"> • Demonstrated leadership in school improvement, with a focus on achieving excellence for all students, including those from disadvantaged backgrounds or with SEND • Strong advocacy for inclusive education, embodying the school's values and ethos • Exceptional motivational skills, with the ability to inspire staff and pupils alike towards shared goals, leading by example. • Welcomes collaboration and constructive feedback from Governors and colleagues alike, seeing it as an opportunity for mutual growth and school advancement • Proficient in behaviour management, fostering a positive learning environment • Skilled in building and sustaining constructive relationships within the school community and beyond • High personal and professional standards, committed to ethical practice and continuous improvement • Effective communication and interpersonal skills, capable of engaging a diverse range of stakeholders • Strategic organisational abilities, including time management, decision-making and prioritisation • Personal integrity, compassion and sense of humour 	<ul style="list-style-type: none"> • Experience in effectively communicating key information and reports to Governing Body and committees • Proven ability to conduct engaging sessions for parents and carers, enhancing the home-school partnership 	Application Form/Interview
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