

# Person Specification:

# Headteacher, St Mary’s Prittlewell C of E Primary School

| **Requirement** | **Essential**  **(To be evidenced within:**  **A-Application, I-Interview, E-Exercise)** | **Desirable**  **(To be evidenced within:**  **A-Application, I-Interview, E-Exercise)** |
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| Qualification | * Qualified Teacher Status (A) * Evidence of continuing professional development (A+I) * Bachelor’s Degree (A) | * NPQH or working towards (A) * NPQEL or working towards (A) * Higher Degree (A) |
| Experience | * Experience as Headteacher, Assistant or Deputy Head within a Primary School setting (A+I) * Relevant senior leadership and management experience (A+I) * Evidence of improving teaching and learning and raising standards for all pupils including those in vulnerable groups as well as high attainers (A+I) * Experience of monitoring and evaluating the impact of teaching and learning across year groups (A+I) * Experience of Performance Management of both teaching and support staff (I) * Experience of working with governors/business manager in financial planning and budget setting (I+E) * Experience of working with key stakeholder groups (A+I) | * Experience of teaching across the whole primary sector (A+I) * Proven experience of change management (I) * Experience of working effectively with school governance (I) * Experience of working in a Church of England or faith school context (I) * Experience of project management and dealing with finance and premises issues (I) |
| Leadership and Management | * Proven leadership and management skills (I+E) * Leads by example and inspires others to achieve positive results (I) * Has an understanding of how a Christian vision of the school can be developed and promoted with all stakeholders, where every child reaches their full potential and is inspired by an education that is suited to their individual needs (I) * Demonstrates the desire and ability to vigorously uphold and enhance equality and diversity within the school. Ensuring that we are a school for everyone, regardless of race, sexuality, gender, religion or any other unique characteristic (I) * Has a clear, demonstratable vision of excellence in primary education (A+I) | * Leading acts of collective worship in a Church of England or faith school setting (I+E) |
| Leadership and Management Cont… | * Ability to raise educational standards and a strong commitment to high standards of achievement for all (I) * The ability to monitor and effectively evaluate information (I+E) * Commitment to the effective protection and safeguarding of pupils and staff (I) * A comprehensive and up-to-date knowledge of child protection procedures (A+I+E) |  |
| Communication Skills | * Ability to consult, actively listen, negotiate and influence (I+E) * Can communicate effectively through a variety of media, inspiring confidence and sharing commitment (A+I) * Will promote a positive image of the school in the community (I) * Shows evidence of having good working relationships with parents and the wider school community (I) * Work effectively in partnership with other education professionals within the local authority, the Diocese and through other local school groups and networks. (I) |  |
| Knowledge and Skills/Teaching and Learning | * The ability to demonstrate knowledge of current curricular and educational issues/relevant legislation (A+I) * Demonstratable knowledge and understanding of current pedagogy and how this knowledge can improve outcomes for children (A+I) * Can demonstrate the ability to effectively analyse pupil data and has a clear understanding and effective implementation of assessment and monitoring procedures (I) * A commitment to inclusion and equality of access to educational provision for all children (I) * Can demonstrate and lead an effective and consistent approach to behaviour management (A+I) * Clear understanding of what constitutes effective teaching and learning and how to ensure that it is delivered consistently within the school (I+E) * A strong commitment to the personal achievement of each and every child, regardless of their starting points (A+I) | * Innovative and creative approach to teaching and learning (A+I) |
| Personal Qualities | * Enjoys working with children (I+E) * Demonstrates the ability and passion to inspire children and staff. (I+E) * Is dependable and shows enthusiasm, drive, reliability, and a sense of humour (I+E) * Is actively supportive of the Christian foundation of the school (A+I) * Shows a clear desire to connect with church and the local community, helping the school to develop and flourish through its strong Christian ethos and values (I) * Understands the role which can be played by parents, the church and the community in raising standards (I) * Has an adaptable and flexible approach (I+E) * Can effectively promote respect between children, staff, parents and governors (I) * Effectively delegates tasks to ensure efficient utilisation of skills and resources (I+E) * Well organized, and able to prioritise and manage time effectively to meet deadlines (I+E) * Remains calm and effective whilst under pressure (I+E) * Is able to build, support and motivate as part of a high performing team (I+E) * Is approachable, empathetic, and sensitive, always maintaining integrity when dealing with others (I+E) | * A practicing Christian (A+I) |

Written and approved by governors on: 22/10/2022