

PERSON SPECIFICATION: Headteacher

Criteria	Essential	Desirable	How Identified
Qualifications and Training	<ul style="list-style-type: none"> • Qualified Teacher Status • National Professional Qualification for Headship (Recommended) OR a willingness to work towards NPQH • Evidence of continuing professional development relating to school leadership and management, teaching and learning, curriculum 	<ul style="list-style-type: none"> • Evidence of further study - this could be ongoing and/or Further Professional Qualifications • Experience of leading / co-ordinating professional development opportunities 	Application Interview
Knowledge and Experience	<ul style="list-style-type: none"> • At least 3 years successful experience as a Deputy Headteacher or equivalent senior management role • Teaching experience in at least 2 of the 3 Key Stages • Successful experience of leading one or more key stages and a proven track record of improving quality of education through curriculum leadership • Substantial, successful teaching experience in a primary school(s) • Evidence of raising standards across whole school • Evidence of implementing successful strategies for planning, implementing, monitoring and evaluating school improvement • Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all groups of pupils • A thorough understanding of the requirements of the National Curriculum and EYFS • A thorough understanding of assessment strategies and the use of assessment to inform the next stages of learning • Experience of effective monitoring and evaluation of teaching and learning • A thorough understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management • Commitment to promoting and safeguarding the welfare of pupils • Experience of being a Designated Safeguarding Lead/Deputy Designated Safeguarding Lead • Knowledge of the role of the Governing Body 	<ul style="list-style-type: none"> • Recent experience as a Headteacher / Acting Headteacher • Experience of teaching in more than one school • Evidence of having successfully translated vision into reality at whole school level • Understanding of successful teaching and learning across the entire curriculum across all key stages • A member of the Governing Body • Understanding of how financial and resource management enable a school to achieve its educational priorities • Understanding of a Multi Academy Trust 	Application Interview References

Criteria	Essential	Desirable	How Identified
Leading and Managing Staff	<ul style="list-style-type: none"> • Experience of leading staff teams effectively • Ability to delegate work and support colleagues in undertaking responsibilities • Experience of supporting the professional development of colleagues, including the leadership of middle management / key stage leaders • Thorough understanding of current practice in performance management, staff appraisal, including capability 	<ul style="list-style-type: none"> • Successful involvement in staff recruitment, appointment / induction 	Application Interview References
Skills and Abilities	<ul style="list-style-type: none"> • Ability to articulate and share a vision of primary education within the context of the school's ethos and aims within a multi academy trust • Ability to inspire, and motivate staff, pupils, parents and governors to achieve the aims of the school • Ability to analyse data, develop strategic plans, set targets and monitor/ evaluate progress towards these • Ability to provide clear information and advice to staff and governors 	<ul style="list-style-type: none"> • Leading sessions to inform parents and the wider community 	Application Interview References
Personal Qualities	<ul style="list-style-type: none"> • Visible, hands-on leader who is actively present across the school, leading by example and fully engaged in the day-to-day life of the community • Positive, innovative and solution-focused, with the resilience to tackle challenges head-on • Strong interpersonal and people-management skills, able to lead, challenge and support staff effectively, including managing difficult conversations with confidence and professionalism • High levels of personal drive and accountability, prepared to invest the time and effort required to secure the best outcomes for pupils and staff • Decisive and proactive, able to take ownership of issues and see actions through to completion • Enthusiastic, energetic and resilient, maintaining momentum and morale during periods of change • Calm, fair and emotionally intelligent, particularly when dealing with complex staffing or parental matters • Organised and self-motivated, able to prioritise effectively and meet fixed deadlines 		Interview References

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| | <ul style="list-style-type: none">• Flexible and professional, adapting to the evolving needs of the school• Punctual, reliable and consistent, modelling the standards expected of others• Committed to ongoing professional development for themselves and the wider staff team | | |
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