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|  | **Warkworth Church of England Aided Primary School** |
|  | **Head Teacher**  Person specification and criteria for selection |

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Application** | Well-structured and concise supporting letter, demonstrating evidence of impact on attainment and progress, that has resulted in sustained improvement in pupil achievement | | |
| **Qualifications** | Qualified Teacher status | * National Professional Qualification for Headship * Existing Head Teacher or recently served as a substantive Head Teacher * Deputy or Assistant Head Teacher experience | * Application form * Selection Process * Certificates |
| **Experience** | * Has successful substantive experience at Senior Leadership level within the Primary age range * Has a proven track record in leading and managing staff to support successful outcomes for a wide ability range of pupils * Is able to provide evidence of high quality teaching and learning ability * Has experience of the successful management of change carried out in a constructive and sensitive manner * Has experience and evidence of improving teaching and learning * Has experience of planning and managing professional development for self and others * Has experience of successful and cooperative working as part of a team * Has experience of promoting safeguarding procedures in a school * An understanding and knowledge of the challenges facing Early Years * Teaching experience in more than one Key Stage, including upper key Stage 2 | * A range of leadership, management and teaching experience in more than one context * Experience of mixed age class teaching * Experience of leading outdoor learning | * Application form * Selection Process * Work related testing * References |
| **Professional** | * Has a wide current knowledge and understanding of education and school systems locally and nationally * Has made a significant contribution and evidence of impact on the professional development of other colleagues in school * Has a knowledge and understanding of Church Schools and Church School education |  | * Application form * Selection Process * Work related testing * References |
| **Skills/knowledge** | * Has the ability to communicate effectively in a variety of situations and media * Has the ability to initiate and inspire change by influencing others * Has the ability to account to stakeholders and hold others to account * Has the ability to work with and advise the Governing Body to enable it to fulfil its role and statutory obligations. * Has the ability to lead, manage and organise an effective curriculum * Has the ability to analyse school self-evaluation information, including the use of external and internal data, in order to accurately prioritise strategic leadership objectives * Has detailed knowledge of the structure and content of the current Primary and Early Years Curriculum including assessment and age related expectations * Knowledge and understanding of administration and budget management processes * Has in depth knowledge and understanding of the wider educational agenda including current national policies and educational issues including the OFSTED Inspection Framework and SIAMS * Has an understanding of the National Standards of excellence for Head Teachers (Jan 15) | * Ability to work effectively with other schools and multi agencies in order to secure excellent achievements for all pupils * Ability to performance manage staff and promote professional development and accountability | * Application form * Selection Process * Work related testing * References |
| **Personal Qualities** | * Has a clear vision and understanding of the needs of all pupils * Has a commitment to promoting high quality care guidance and support for all members of the school community * Has a commitment to sustain and develop the Christian ethos of the school * Has the ability to think and plan strategically to promote the school’s vision, ethos and values * Is well organised, able to plan, prioritise and delegate effectively * Is articulate and approachable with excellent communication skills both verbally and in writing * Has strong interpersonal skills and self-awareness, adapting to situations and managing professional relationships carefully * Has the ability to tackle difficult situations and make difficult decisions, along with the ability to convey outcomes clearly and with sensitivity * Has the ability to lead by example drawing on own and other’s expertise, skills and knowledge * Has the ability to build and sustain effective relationships with pupils, staff, Governors, parents and the wider community * Has emotional resilience * Can work under pressure with competing priorities |  | * Application form * Selection Process * Work related testing * References |

*In addition to candidates’ ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:*

* *ability to form and maintain appropriate relationships and personal boundaries with children and young people;*
* *emotional resilience in working with challenging behaviours;*
* *attitudes to use of authority and maintaining discipline.*

Any relevant issues arising from references will be taken up at interview.

This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.