**PERSON SPECIFICATION**

**Head Teacher – Green Gates Primary School**

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| **Category** | **Essential** | | | **Desirable** | | **Evidence** |
| 1. Qualifications | * Qualified teacher status * Degree | | | * Post-qualification award * NPQH * Higher Degree | | * Application Form * Certificates |
| 2. Experience | * Recent/current experience as an effective deputy head teacher or assistant head teacher * Successful experience of leading one or more core subject areas * Experience of dealing with safeguarding and Child Protection issues * Experience of working in challenging circumstances with vulnerable families | | | * Teaching experience in at least 2 of the 3 key stages: Foundation Stage, KS1 and KS2 * Experience of working in more than one school * Recent substantial, successful teaching experience * Experience of developing partnerships with the wider community | | * Application Form * Interview * References |
| 3. Professional Development | * Evidence of continuing professional development relating to school leadership and management and curriculum/teaching and learning. | | | * Experience of working with other schools/organisations and agencies * Experience of leading/co-ordinating professional development opportunities * Ability to identify own learning needs and to support others in identifying their learning needs. | | * Application Form * Interview * References |
| 4. Strategic Leadership | * Ability to articulate and share a vision of primary education * Evidence of having successfully translated vision into reality at whole-school level * The confidence and ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of the school. * Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement * An ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these. * Knowledge of what constitutes quality in education provision, the characteristics of effective schools and strategies for raising pupils’ standards and the achievements of all pupils. * Understanding of and commitment to promoting and safeguarding and welfare of pupils * Understanding of effective budget planning and delivery. | | |  | | * Application Form * Interview * References |
| 5. Teaching and Learning | * A secure understanding of the requirements of the National Curriculum and Early Years Developments * Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils * A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning * Successful experience in creating an effective learning environment and in development and implementing policy and practice relating to behaviour management * Experience of effective monitoring and evaluation of teaching and learning * Secure knowledge of statutory requirements relating to the curriculum and assessment * Theoretical and practical understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management | | |  | | * Application Form * Interview * References |
| **Category** | | **Essential** | **Desirable** | | **Evidence** | |
| 6. Leading and Managing Staff | | * Experience of working within and leading staff teams * Ability to delegate work and support colleagues in undertaking responsibilities * Experience of performance management and supporting the continuing professional development of colleagues * Experience of working effectively with governors to enable them to fulfil whole school responsibilities | * Successful involvement in staff recruitment, appointment and induction * Understanding of how financial and resource management enable a school to achieve its education responsibilities | | * Application Form * Interview * References | |
| 7. Accountability | | * Effective communication skills in all its forms to engage a range of audiences e.g. staff, pupils, parents, governors, local authority and external agencies * Experience of whole school self evaluation and improvement strategies * Ability to provide clear information and advice to staff and governors * Secure understanding of strategies for performance management | * Experience of presenting reports to governors * Leading sessions to inform parents * Experience of offering challenge and support to improve performance | | * Application Form * Interview * References | |
| 8. Skills, Qualities and Abilities | | * High quality teaching skills * Empathy with children * High expectation of pupils’ learning, attainment and behaviour * A strong commitment to school improvement and raising achievement for all * Ability to build and maintain good relationships * Ability to remain positive and enthusiastic when working under pressure * Ability to organise work, prioritise tasks, make decisions and manage time effectively * Excellent communication skills * Excellent interpersonal skills * Perseverance in the face of challenge |  | | * Application Form * Interview * References | |