**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
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| 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
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| 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
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| 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
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| 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
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| **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
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| 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
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| 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
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