



Kelvin Grove
Primary School

KELVIN GROVE PRIMARY SCHOOL

Person Specification

English and KS1 Phase Lead

Introduction

In order to meet the high standards expected of a leading professional in our school, the governing body is seeking to employ a person with the following qualities, experience, skills and abilities.

Criteria:	
Essential	Desirable
Qualifications and Training	
Qualified teacher status	Leading from the Middle or other relevant NCSL courses
Degree	
Current Child Protection Training	
Experience	
A record of strong English teaching.	In depth knowledge of the curriculum over at least 2 Key Stages
A thorough understanding of the expectations of the English curriculum, including early reading.	Evidence of leadership and management of a whole school aspect.
	To have experience of successfully leading English in school.
	To have knowledge, understanding and experience of the Talk 4 Writing/Primary Writing Project approach and Letters and Sounds Phonics.
Professional Development	
A record of continuous professional development.	Experience of supporting, training and helping to co-ordinate the professional development of colleagues
Leadership and Management	
To have a vision of the overall aims and direction of a successful school and be able to communicate these in order to inspire and motivate others	To provide evidence of good management, which incorporates detailed planning, successful implementation and effective monitoring and evaluation of strategies
To have experience of leading a subject successfully	Have the ability to access and analyse relevant data and to use this information to set priorities and determine school action
	Knowledge of the statutory requirements and other relevant legislation relating to school leadership and management
Safeguarding	
Knowledge of the statutory requirements and other relevant legislation relating to child protection procedures and safeguarding. To have a current, enhanced CRB clearance	
Learning and Teaching	
Have a good understanding of what contributes to successful learning and the ability to promote the most effective teaching strategies to bring this about	
To have a good understanding of how assessment strategies and target-setting are used to inform learning in order to help pupils make progress	
Knowledge and Understanding of	

Statutory education frameworks, including governance	Ways to build, communicate and implement a shared vision
Leading change, creativity and innovation	Strategic planning processes
Strategies for communication, both within and beyond school	New technologies, their use and impact
Strategies for ensuring inclusion, diversity and access	The impact of change and organisations and individuals
Curriculum design and management	Legal issues relating to managing a school, including equal opportunities, race relations, disability, human rights and employment legislation
Strategies to promote individual, team and organisational development	Models of school, home, community and business partnerships
The use of a range of tools and evidence, including performance data, to support, monitor, evaluate and improve aspects of school, including challenging poor performance	The work of other agencies and opportunities for collaboration
The wider curriculum, beyond school and the opportunities it provides for pupils and the school community	
Strategies which encourage parents and carers to support their children's learning	
Additional Skills and abilities: Essential	
Suitability for work with children and young people; Enhanced CRB clearance	
The ability to relate positively with the headteacher, pupils, colleagues, parents, governors and others who contribute to the work of the school	
The communication skills needed to provide clear and accurate information and well informed advice	
The ability to organise and manage work effectively i.e. being able to prioritise and organise tasks, make decisions, support and delegate where appropriate	
To have high expectations of pupils' learning, attainment and behaviour and of one's own professional abilities and those of colleagues	
An excellent health and attendance record	
Personal Qualities	
Self Awareness <ul style="list-style-type: none"> • Emotional self awareness • Self confidence • Accurate self assessment 	Social Awareness <ul style="list-style-type: none"> • Empathy • Organisational awareness
Self Management <ul style="list-style-type: none"> • Emotional self control • Transparency • Adaptability • Initiative • Optimism 	Relationship Management <ul style="list-style-type: none"> • Develop others • Inspirational leadership • Change catalyst • Influence • Conflict management Team work and collaboration