

Person Specification – Headteacher



SELEfirst School

<u>1. Qualifications / Experience</u>	Essential/ desirable	Application form	Interview
DFE qualified teacher status.	E	✓	
National Professional Qualification for Headship or an existing Head Teacher or recently served as a substantive Head Teacher, Deputy Headteacher	E	✓	
Evidence of further professional development in the field of leadership	E	✓	
An experienced primary teacher and worked in 2 or more schools	D	✓	
Knowledge and understanding of the work of a teaching school for example ITT and or School to School Support	D	✓	✓

<u>2. Qualities and Knowledge</u>	Essential/ desirable	Application form	Interview
Knowledge and understanding of the wider educational landscape; current best practice and its impact on schools and the ability to anticipate future trends.	E	✓	✓
Substantial knowledge, experience and enthusiasm for curriculum leadership and development; a clear grasp of recent changes and the opportunities that the wider curriculum provides for all pupils.	E	✓	✓
Knowledge of the principles and practice of quality assurance systems, including whole school review, self-evaluation and appraisal.	E	✓	✓
Clear vision and understanding of the needs of pupils in the Early Years, KS1 & KS2	E	✓	✓
Detailed knowledge of the structure and content of the Early Years Foundation Stage Curriculum and the National Curriculum.	E	✓	✓
Knowledge and understanding of the support of pupils with SEND / additional needs.	E	✓	✓
Be able to lead and develop high quality teaching, learning and assessment.	E		
Understanding of effective teaching, learning and assessment	E	✓	✓
Proven leadership and management skills including an understanding and practical application of change theory and successful change management.	E	✓	✓
The ability to manage the school budget, to risk assess, and anticipate trends so resources can be maximised to impact positively on our pupils	E	✓	✓

Knowledge of the General Data Protection Regulations in the school environment and ability to lead the organisation in compliance with current legislation	D	✓	
Be Designated Safeguarding Lead or Deputy and have up to date knowledge of the complexity of school safeguarding and the statutory duties	E	✓	

<u>3. Skills and Abilities</u>	Essential/ desirable	Application form	Interview
Proven ability to develop, articulate and deliver a coherent vision for the school.	E	✓	✓
The skills to challenge, support and hold everyone to account in the pursuit of excellence.	E		✓
Effectively establish and maintain collaborative working with a wide range of other professionals to enhance the education of all pupils.	E	✓	✓
Ability to build and sustain effective working relationships with children, staff, parents, governors and the wider community.	E		✓
Proven ability to prioritise, plan and organise yourself and others.	E		✓
Effective communication skills, including the ability to negotiate and influence, and to maintain effective working relationships.	E		✓
Proven leadership of vision into practice through clear and consistent processes and maintenance of high expectations	E	✓	✓

<u>4. Commitment to and awareness of Equal Opportunities issues</u>	Essential/ desirable	Application form	Interview
Commitment to the promotion of equality of access, inclusion and diversity and opportunity.	E	✓	✓

<u>5. Commitment to the promotion of Health & Safety at Work</u>	Essential/ desirable	Application form	Interview
Proven ability to demonstrate commitment to the promotion of safe working practices and the provision of a safe learning environment for pupils.	E	✓	✓
Proven ability to develop strategies for risk assessment and to evaluate risk to oneself and to others and to take appropriate action.	E	✓	✓

Application form and supporting statement

The form must be fully completed and legible. Safeguarding disclosure must be completed and signed. The supporting statement should be clear, concise (within the required word count of 1300) and attached on a separate sheet/s. Set out using Aerial size 12 font. Please ensure that your name appears in full at the bottom right on each separate sheet.

In addition to the candidate's ability to perform the duties of the post, the interview will also explore issues regarding safer recruitment and the welfare of children.