



South Tyneside Council

HEAD OF SCHOOL

PERSON SPECIFICATION DUNN STREET PRIMARY SCHOOL

[A] TRAINING AND QUALIFICATIONS

	Essential	Desirable	Source A - application I - interview R - references P - presentation T - task observation
Qualified teacher status	✓		A
Degree	✓		A
Recent participation in a range of In-service training relevant to the post of Head of School	✓		A

[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT

	Essential	Desirable	Source
Demonstrate recent and successful leadership at Deputy, Assistant Head or Senior Teacher level	✓		A, I, R
Demonstrate recent successful experience of leading a core subject	✓		A, I
Experience of working successfully in more than one key stage with a strength in KS2	✓		A, I
Evidence of recent success in raising standards in a core subject or whole school initiative	✓		A,I,P
Evidence of recent experience and demonstrable impact in improving teaching and learning	✓		A,I
Recent experience of leading inset	✓		A
Experience of organising and implementing school to school support		✓	A,I
Evidence of being an excellent classroom practitioner	✓		A, T, R

[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the specific phase.

	Essential	Desirable	Source
The statutory requirements of legislation concerning safeguarding, Child protection, Equal Opportunities, Health and Safety and SEN	✓		A,I
The theory and practice of providing effectively for the individual needs of all children and the ability to support colleagues		✓	A,I,T
Effective behaviour management techniques for groups and individuals	✓		A,I,T
Effective teaching and learning styles including the use of IT	✓		A,I,R,T
Experience of primary assessment and data analysis, evaluating tracking information and developing assessment procedures that impact on pupil outcomes	✓		A, I,P
A full understanding of systems and processes to improve staff performance	✓		A, I,R
To fully understand the national and local education agenda so that sensible and effective school improvement plans can be implemented	✓		A, I
A detailed knowledge of teaching and learning strategies to support school improvement	✓		A, I, R, P

Knowledge and understanding of working with the governing body		✓	A,I
Knowledge and understanding of safeguarding procedures	✓		A, I, R

[D] PERSONAL SKILLS AND ABILITIES

Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post:

e.g.	Essential	Desirable	Source
A passion and motivation to work with children ensuring high expectations, enthusiasm, adaptability and resilience	✓		A,I,R
Effective oral and written communication skills with an ability to negotiate at all levels	✓		A,I
High personal standards of integrity	✓		I, R
Be able to build effective teams and have consideration of the views of others	✓		I, P, R
Ability to address challenging issues with clarity of purpose and diplomacy	✓		I,R

[E] OTHER REQUIREMENTS

	Essential	Desirable	Source
Application forms should be completed in full	✓		A
Supporting letters should be clear and concise and no more than 3 sides of A4 (Font size Arial 12)	✓		A
Must demonstrate relevant experience linked to the job description and person specification	✓		A

Please note: no CV's or additional information should be submitted other than that requested above.

[F] CONFIDENTIAL REFERENCES AND REPORTS

	Essential
Written reference(s) only	✓
Confirming professional & personal knowledge, skills & abilities referred to above	✓
Positive recommendation from current employer	✓