# South Tyneside Council_CMYK_P

# CHILDREN, ADULTS AND HEALTH

**SIMONSIDE PRIMARY SCHOOL (JARROW)**

**HEAD TEACHER PERSON SPECIFICATION**

**GUIDANCE**

Governors should use the following pages to help them to construct their person specification. A summary should be made of the essential/desirable criteria identified by the governors under headings A-G below. This summary should be included in the documentation sent to all applicants. **Governors should note that candidates failing to meet any of the essential criteria will be excluded at the short-listing stage unless they are identified as falling within the criteria of the disability tick symbol**.

**[A] TRAINING AND QUALIFICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source  A- Application  I - Interview  R - References |
| Qualified teacher status |  |  | A |
| Degree |  |  | A |
| Recent participation in a range of relevant training  (preparation for Headship in the last 3 years) |  |  | A, I |

**[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable |  |
| Leadership experience at deputy head level or assistant head teacher level |  |  | A, I, R |
| Effective Leadership and Management experience in a key stage or curriculum area |  |  | A, I, R |
| Significant, successful teaching experience in the primary phase |  |  | A, I, R |
| Evidence of successful teaching experience across at least two Key Stages in the primary phase |  |  | A, I, R |
| Recent evidence of a proven track record of improving standards across the primary phase | 🗸 |  | A, I, R |
| Awareness of managing a budget |  |  | A, I |

**[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 |  |
| Pupils’ educational development |  |  | A, I, R |
| School leadership and management |  |  | A, I, R |
| Curriculum and assessment, including discrete subjects and cross curricular aspects |  |  | A, I, R |
| Effective teaching and learning strategies |  |  | A, I, R |
| Effective school improvement strategies |  |  | A, I, R |
| Local and national policies, priorities and statutory frameworks |  |  | A, I, R |
| Governance |  |  | A, I, R |
| Safeguarding policies and procedures |  |  | A, I, R |
| Awareness of the role of the school and potential contribution to the local and wider community and their needs |  | 🗸 | A, I, R |
| Evidence of strategy’s promoting parental engagement within the school |  |  | 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:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source |
| Effective communication, both verbal and written |  |  | A, I, R |
| Interpersonal skills |  |  | I, R |
| The ability to motivate and enthuse through effective leadership |  |  | I, R |
| Appreciation and knowledge of ICT and its application across the curriculum |  |  | A, I, R |
| Clear Vision and the ability to innovate |  |  | I |
| High levels of stamina and resilience |  |  | I |

**[E] OTHER REQUIREMENTS**

|  |  |  |  |
| --- | --- | --- | --- |
| Application forms should be completed in full |  |  | A |
| Letters should be clear and concise  (3 sides of A4 maximum at Ariel Point 12) |  |  | A |
| Should address the criteria identified in the person specification |  |  | A |

**[F] CONFIDENTIAL REFERENCES AND REPORTS**

|  |  |
| --- | --- |
|  | Essential |
| Two Written reference(s) (One from the most recent employer) |  |
| Positive recommendation from current employer |  |