



## Finchale Primary School

### Person Specification: Head Teacher

	Essential	Desirable	Method of Assessment
Application	<ul style="list-style-type: none"> <li>In addition to a fully completed application form, that should focus on evidencing how you meet each of the selection criteria, applicants should submit a well-structured supporting letter outlining the impact their leadership has had on their school in <b>no more than 1000 words. Please do not exceed this limit.</b></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Accompanying letter</li> </ul>
Qualifications	<ul style="list-style-type: none"> <li>Qualified Teacher status</li> </ul>	<ul style="list-style-type: none"> <li>National Professional Qualification for Headship <b>OR</b> Existing Headteacher <b>OR</b> recently served as a substantive Headteacher.</li> <li>Evidence of further study - this could be ongoing and/or Further Professional Qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>Certificates</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Successful substantive experience at Senior Management level within a primary school.</li> <li>Experience of successful and cooperative working as a member of a team</li> <li>Experience of the successful leadership of change</li> <li>Experience of improving teaching and learning</li> <li>Experience of promoting safeguarding procedures in a school</li> </ul>	<ul style="list-style-type: none"> <li>A range of leadership, management and teaching experience in more than one context</li> <li>Teaching experience in more than one Key Stage</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
Professional Development	<ul style="list-style-type: none"> <li>Have wide current knowledge and understanding of education and school systems locally and nationally</li> <li>Experience of planning and managing professional development</li> <li>Research and development covering leadership, and of curriculum management issues that have resulted in successful change and effective practice</li> </ul>		<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>

Skills/knowledge	<ul style="list-style-type: none"> <li>• Significant contribution and evidence of impact to the professional development of other colleagues in school</li> <li>• Ability to communicate effectively in a variety of situations</li> <li>• Ability to account to stakeholders and hold others to account</li> <li>• Knowledge of school budget processes</li> <li>• Proven leadership skills including the ability to lead by example drawing on their own and others expertise, skills and knowledge</li> <li>• Possess the creativity and innovation to lead and develop our dynamic curriculum together with the ability and enthusiasm to organise and manage it</li> <li>• Ability to analyse and evaluate school self-evaluation processes including the use of external and internal data in order to accurately prioritise strategic leadership objectives</li> <li>• Ability to initiate and lead change by inspiring and influencing others</li> <li>• Evidence of being able to build and sustain effective relationships with staff, Governors, parents and the wider community</li> <li>• Working knowledge of the structure and content of the current primary curriculum and Early Years curriculum</li> <li>• Understanding and knowledge of current issues in education, including the current Ofsted Inspection Framework</li> <li>• Knowledge and understanding of SEND and the processes involved</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of administration and budget management processes</li> <li>• First hand experience in Ofsted inspection</li> <li>• Understanding of the requirements of the Headteachers' Standards 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit that position</li> <li>• Commitment to working collaboratively with others</li> </ul>		<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>

Any relevant issues arising from references will be taken up at interview.

This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.