



Headteacher – Person Specification

Here are the experience and abilities to provide the vision and the professional leadership of the school which secures its success and improvement, ensuring high quality education for all its pupils and improved standards of achievements.

The “Method of Assessment” column gives guidance on how you are expected to evidence or demonstrate your experience against each criteria. The selection process includes the interviews stage.

Appointment Criteria	Method of Assessment
Qualifications and Training	
Qualified teacher status	Certificates
If NPQH or working towards qualification	Application Form
Any further qualification in a related area e.g. MED; MA; MBA	Certificates
Commitment to and evidence of continuing professional and personal development	Application Form/ Selection Process
Experience	
Relevant and recent senior leadership and management experience across the primary age range	Application Form
Skilled class-room teacher	References/ Selection Process
Evidence of providing, monitoring, evaluating and improving effective teaching and learning and raising achievement for all groups of pupils through the use of effective performance management	Application Form/ Selection Process
Experience of successful change management including changing cultures and expectations, whilst maintaining the qualities and ethos that we value at Riverside Primary School	Application Form/ Selection Process
Evidence of a track record of working in collaboration with other schools to realise improvement and raise standards	Application Form/ Selection Process
Experience of developing and maintaining effective relationships with the local and the wider community, including parents to enhance learning and educational achievements and provide a positive image of the school	Application Form/ Selection Process
Experience of working with vulnerable children (for example SEN)	Application Form/ Selection Process
Experience of working effectively with school Governors to manage finance and provide value for money in a difficult economic environment	Application Form/ Selection Process

Appointment Criteria	Method of Assessment
Knowledge and Understanding	
Knowledge of systems for school self-evaluation, effective monitoring and inspection	Application Form/ Selection Process
Understanding of the national and local level environment within which the school operates with sound up to date knowledge of developments in education, teaching and learning and best practice	Selection Process
Knowledge of current legal requirements, including for SEND provision, health and safety, national policies and guidance on the safeguarding and promotion of the well-being of children.	Application Form/ Selection Process
Skills and Abilities	
Ability to formulate a clear strategic vision for school improvement and translate this into strategic objectives, longer term plans and specific outcomes, whilst maintaining the qualities and ethos that we value at Riverside Primary School	Application Form/ Selection Process
Able to initiate and manage change and improvement in pursuit of higher standards	Application Form/ Selection Process
Able to prioritise, plan and organise own work and provide professional direction to the work of others	Selection Process
Able to monitor performance and deal with poor performance to ensure high standards and the development of skilled professional practice among school staff	Application Form/ Selection Process
Able to lead, motivate and inspire others	Application Form
Excellent communication skills and the ability to adapt style to suit the audience	Selection Process
Creativity and imagination to anticipate and solve problems and identify opportunities for the school	Application Form/ Selection Process
Able to think analytically and use numerical, financial and other data (e.g. inspection, benchmarking and research findings) to make informed decisions	Selection Process
Demonstrate reasoned judgment in difficult circumstances	Application Form/ Selection Process
Create a climate of open communication where both staff and parents feel able to express opinion and know their views will be respected and different audiences are catered for	Selection Process
Able to work under pressure and to deadlines	Selection Process
Personal Attributes	
Create a strong, positive personal impact, conveying authority, confidence, approachability, warmth and humour	Selection Process



Appointment Criteria	Method of Assessment
To command credibility and respect from all members of the school community	Selection Process
Demonstrate flexibility and an ability to adapt to changing circumstances and new ideas	Selection Process
Demonstrate enthusiasm for, and commitment to, the role; along with reliability, absolute integrity and a passion for education	References/ Selection Process
Equal Opportunities	
Ability to articulate a vision on behalf of all stakeholders that promotes the spiritual, moral and cultural development of all pupils and promotes British values	Selection Process
Commitment to social inclusion, cohesion and equality of opportunity in employment and provision of education and learning opportunities	Application Form/ Selection Process
Understanding the issues relating to the particular needs of a diverse community	Application Form/ Selection Process

Additionally -

Satisfactory DBS check. Applicants will be required to undertake pre-employment checks which will include a declaration that neither they, nor anyone who lives in the same household, are a disqualified person under the Childcare (Disqualification) Regulations 2009.