



# **ALL SAINTS FEDERATION** **APPOINTMENT OF** **HEADTEACHER** **Person Specification**



Key to evidence column:

Evidence: A=Application S = Selection Process R = Reference D = Documentation

	Essential/ Desirable	Evidence
<b>Application</b>		Application/ References
Fully supported in references.	E	R
Well-structured and presented application indicating beliefs, understanding of important educational issues and style of management.	E	A
Knowledge and understanding of current issues and their relevance for this school.	D	A
<b>Qualifications</b>		Application / Documentation
DfE recognised qualified teacher status / Qualified Teacher Learning and Skills (QTLS) status and registered with the Institute for Learning (IFL)	E	D
Degree	D	D
NPQH	D	D
Evidence of further study – this could be on-going and/or further professional qualifications.	D	A
<b>Experience</b>		Application / Selection Process
Currently Headteacher/acting or deputy headteacher of a successful or rapidly improving school.	E	A
Sustained and successful experience at senior leadership level within a primary school.	E	A/S
Experience of successfully leading change.	E	S
Track record of raising pupil achievement.	E	S
Track record of promoting safeguarding procedures in a school.	E	S
Experience of working effectively with parents, carers, Governors and key partners.	E	S
Experience of robust financial and/resource management.	E	S
Successful teaching experience with children with a wide range of abilities and needs.	E	A/S
Experience of effectively managing staff performance.	E	A/S
Experience of working collaboratively with other schools, including cluster work and school to school support.	E	S
Experience of using data effectively to drive forward school improvement.	E	S
Experience of working in a Church of England school.	D	A
Experience of SIAMS inspection process.	D	A/S
Knowledge of the challenges for children from disadvantaged backgrounds.	D	S

<b>Professional Development</b>		Application/ Selection Process / Documentation
Evidence of commitment to own professional development through recent and relevant CPD.	E	A/D
Up to date Safeguarding training.	E	A/D
Significant contribution to and evidence of impact on the professional development of other colleagues in schools.	E	A/S
<b>Skills</b>		Application/ reference/ Selection Process
Ability to promote change through strong, inspirational and supportive leadership.	E	A/S/R
Ability to promote a very rich and diverse curriculum that seeks to develop the whole child.	E	A/S
Secure knowledge of child protection responsibilities and procedures and an understanding that child safety is paramount.	E	A/S/R
A high level of expertise in curriculum management - planning, delivery and assessment.	E	A/S/R
Ability to analyse and evaluate school self-evaluation processes including the use of external and internal data to accurately prioritise strategic leadership objectives.	E	S
Ability to track pupil progress based on high aspirations for every child.	E	A/S
Budget management and school administration process skills.	E	A
Demonstrate good inter-personal skills and an approachable style.	E	S/R
Ability to develop and share a clear vision.	E	A/S
<b>Knowledge</b>	E	Application/ Reference/ Selection Process
Expert knowledge of the structure and content of Primary and Early Years/Foundation Stage curriculum and associated assessment.	E	A
A clear understanding of the needs of Primary children including those with special educational needs.	E	A
Knowledge of all current and best practice safeguarding procedures.	E	A/S
Knowledge and understanding of frameworks for inspection.	E	A/S
Knowledge and understanding of school self-evaluation cycle.	E	A/S
Knowledge and understanding of education partnerships.		A/S
Understanding of the factors critical to children's development and emotional well-being.	E	A/S
<b>Personal Attributes</b>	D	Application/ Reference/ Selection Process
Ability to support and develop the Christian ethos of a Church of England School within the Trust.	E	S
Ability to initiate and lead change positively and collaboratively.		S
Ability to provide high quality care, guidance and support for pupils, staff and parents.	E	S

Ability to build and sustain effective working relationships with staff through a shared vision.	E	S
Flexibility and adaptability to relate to and work with a wide range of people including Governors, members of the community, the Diocese and wider partners/stakeholders.	E	S/R
Approachable, adaptable and socially skilled.	E	S/R
Resilient in the face of challenges.	E	S/R