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| Category | Essential | Desirable | Where Evidenced |
| Application | * A well -structured supporting letter which clearly demonstrates how the person specification is met
* Fully supporting references
 |  | * Application
* Reference
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| Qualifications and Training | * Successful graduate
* Substantial continued professional development in relevant management
* At least two years’ relevant and recent proven success in a leadership role as Head or Deputy/Assistant Head in a Primary School
 | * Additional relevant qualification/study
* NPQH desired not essential
 | * Application
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| Experience | * Experience of staff development issues
* Substantial and successful experience of monitoring and evaluation, target setting, school improvement planning and curriculum leadership
* Understanding of school self-evaluation, it’s link with school improvement and the Ofsted Inspection process
* Experience of observing and feeding back on learning and teaching to staff
* Leadership of diverse teams
* Teaching in more than one school
* Significant whole school responsibility in a range of areas covering both academic and pastoral responsibilities
* Successful experience of planning / implementing change
* Working with outside agencies
* Up to date knowledge and understanding of relevant legislation and guidance in relation to working with children and young people
 | * Managing the school in the absence of the Head

(if currently Deputy/Assistant ) | * Application
* Reference
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| Expertise | * Excellent classroom teaching skills
* Capability in interpreting and analysing school performance data, and the ability to use the information generated to secure school improvement
* Ability to manage and develop a culture of high expectations and appropriate challenge and lead by personal example
* Knowledge of varied approaches to learning
* Good understanding of people management techniques and processes.
* ICT skills to manage the requirements of the post with confidence
* Excellent knowledge and understanding of diversity and equality requirements.
* A clear vision and understanding of the needs of primary pupils.
* A clear vision of how to challenge staff underperformance at all levels
 | * Relevant research
 | * References
* Interview
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| Personal Attributes | A range of personal qualities relevant to Headship including:* Ability to demonstrate enthusiasm and sensitivity while working with others.
* Ability to initiate and manage change.
* Using excellent oral and communication skills tailored to the needs of the audience, and excellent listening skills
* Caring attitude towards staff, students and parents/carers.
* Ability to be firm when required and make difficult decisions.
* An excellent health and attendance record.
* Evidence of being able to build and sustain effective working relationships with staff, Governors, parents/carers and the wider community.
* Resilience and tenacity, humour, warmth and energy.
* Creativity, flexibility and innovation.
* Working collaboratively with the Governing Body and Senior Leaders
* Reliability under pressure
 |  | * Application
* References
* Interview
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