

## Head of School - Person Specification

*This Person Specification reflects and references the 'National standards of excellence for headteachers' (DfE, Jan 2015 publication no. DFE-00019-2015).*

	<b>E = Essential D = Desirable</b>
<b>Qualifications</b>	
Honours degree level qualification	<b>E</b>
QTS	<b>E</b>
NPQH	<b>D</b>
Evidence of appropriate CPD	<b>E</b>
Current safer recruitment training	<b>D</b>
Current Child Protection qualification	<b>D</b>
<b>Knowledge</b>	
Governance structure and operation	<b>E</b>
Safeguarding requirements and systems	<b>E</b>
School performance measures and tracking systems	<b>E</b>
School pastoral and SEN support systems	<b>E</b>
Staff appraisal systems	<b>E</b>
Curriculum requirements (statutory) and planning	<b>E</b>
Current learning and teaching quality performance measures	<b>E</b>
School funding processes and financial systems	<b>D</b>
Timetable and Curriculum Planning	<b>D</b>
Academy Trust structure and operation	<b>D</b>
School admissions processes	<b>D</b>
National developments and priorities in education	<b>E</b>
<b>Qualities</b>	
Ambition, drive and determination to develop the School from plan to operation	<b>E</b>
Outstanding leadership skills to build and develop effective teams within the new school, delegating where appropriate, holding to account and delivering on objectives	<b>E</b>
Absolute commitment to delivering an outstanding education for all students	<b>E</b>
Strong personal commitment to supporting the aims of the Trust	<b>E</b>
Excellent communicator, capable of inspiring and engaging all stakeholder groups including students, parents/carers, staff, governors and other local groups	<b>E</b>
Flexibility and adaptability to meet each and every challenge during the Schools development phase	<b>E</b>
<b>Experience</b>	
Significant senior leadership experience at Vice Principal level or higher	<b>E</b>
Active membership of Governing Body and Governing Body Committees	<b>E</b>
Proven record of proposing and delivering school improvement initiatives	<b>E</b>

	<b>E = Essential D = Desirable</b>
<b>Experience contd.</b>	
Proven record of raising student achievement (progress and attainment)	<b>E</b>
Proven record of raising the quality of teaching	<b>E</b>
Line management of substantial curriculum areas	<b>E</b>
Management of student behaviour and ethos	<b>E</b>
Line management of staff: driving staff development	<b>E</b>
Line management of staff: addressing underperformance	<b>E</b>
Proven record of effective engagement with parents/carers	<b>E</b>
Creation and development of successful partnerships with community groups	<b>D</b>