DERBYSHIRE COUNTY COUNCIL

Federation of Wigley and Penny Acre Primary Schools

APPOINTMENT OF EXECUTIVE HEAD TEACHER

Person Specification

Measurements: A = Application I = Interview R = Reference	
Qualifications	
• DfE recognised qualified teacher status/Qualified Teacher Learning and Skills (QTLS) status and registered with the Institute for Learning (IFL)	A
• Appropriate leadership and management training, accreditation or qualifications, which may include NPQH, are considered desirable	A, I
Experience	
• Significant recent and relevant experience as a Head Teacher, Deputy or Assistant Head Teacher	A, I, R
• A recent senior leadership post for at least 3 years	A, I
• A proven track record of successful leadership	A, I, R
• Successful experience of raising achievement	I, R
• Working with and engaging the involvement of external partners and the local community	A, I
• Successful teaching of pupils in the primary/Early Years/KS1/KS2 phases	A, R
• Planning, determining and organising major curriculum areas	A, I
Knowledge and Understanding of current issues and best practice including:	
• Safeguarding children and young people	A, I
• What constitutes a good/outstanding school	I
• The process of strategic planning and school self-evaluation	A, I
• Ways to communicate and translate a shared vision into practice	A, I
• Leading the management of change	I
• Application of new technologies to teaching, learning and management	I
• Comparative data and performance indicators to establish benchmarks and set targets for improvements	I
• National policy framework and current educational legislation and initiatives	A, I
• Principles of effective teaching and assessment for learning	I
• Roles and responsibilities of Governing Body, LA and of the requirements for accountability	I
• School budget management and financial responsibilities	A, R
• Strategies for fostering school improvement, including attendance and behaviour for learning	I
• Equal opportunities and commitment to their pursuit	I
• Legal issues relating to school management	I
• School Specific:	
- Issues particular to small federated schools	A, I

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Personal and Professional Qualities	
• Commitment to the welfare and safeguarding of young people	I
• Strong personal motivation and drive	I, R
• A genuine enthusiasm for, and commitment to, the development of young people, and concern for the development of colleagues and members of the wider school community	I
• The ability to inspire, motivate staff, students and the wider community and engage their active commitment to your vision	I,R
• Commitment to ensuring inclusion, addressing diversity and access	A, I
• Commitment to own personal and professional development and that of all staff	A,I
• High order analytical and problem solving skills and the ability to make informed judgements	I
• Excellent communication skills in a variety of media to a range of audiences including students, parents/carers, colleagues and the wider school community	A,I
• The ability to project the school in a positive way and establish the school at the heart of the community	I
• The ability to engage parents and carers in supporting children's learning	I,R
• The ability to fill the role of lead professional in classroom practice	R
• Commitment to an open, collaborative style of management	I
• Evidence of collaborative working and networking with others, within and beyond the school to build and sustain a learning community	A,I
• The ability to understand and appreciate the school's current strengths and the ways in which these might be further developed	I
• The ability to form and maintain appropriate relationships and personal boundaries with young people	I,R
• The school welcomes / will consider applications for job-share or co-headship	
• A commitment to supporting and promoting the strong inclusive ethos of the school	