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**Headmaster/ Headmistress Person Specification**

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|  | *Essential* | *Desirable* |
| *Education/training* |

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| * DfE recognised teaching qualification
* Evidence of continuing professional development relating to school leadership and curriculum development
* Enhanced DBS
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| * Evidence of further professional study
* Management and Leadership Training e.g. NPQH or willingness to complete
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| *Relevant experience* |

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| * Leadership experience
* Recent active teaching experience
* Proven success in raising attainment and achievement, and determination in keeping them raised
* An understanding of, and commitment to, promoting and safeguarding the welfare of pupils
* Proven knowledge and understanding of managing a budget
* Experience of setting targets and monitoring performance in order to raise pupil achievement
* Capacity to understand and provide for the whole range of pupils’ needs and abilities
* Understanding and experience of the importance of critical self-evaluation to improve outcomes
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| * Successful leadership role in a primary school
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| *Spirituality* | * Be a practising Catholic
* Possess ability to lead assemblies including whole school prayers
* Be in sympathy with and follow the Catholic Church’s teaching
* Show respect for other faiths and beliefs and promote understanding and tolerance of all people.
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| *Relevant skills and attributes* | * Inspirational leadership styles
* Ability to think and plan strategically and to respond flexibly to change
* Effective communication skills, written and oral, to a variety of audiences
* Good interpersonal skills

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| * Ability to foster links with other schools, both locally and nationally.
* Ability to motivate and develop commitment among teaching and non-teaching staff
* Ability to build on success
* Ability to lead and manage people as individuals and to develop the common goals of a team
* Ability to organise work, prioritise tasks, make decisions and manage time effectively, recognising the importance of work/life balance.
* Ability to reflect on aspects of School life which promote high achievement and good behaviour
* A sense of humour, energy and enthusiasm
* ICT literate
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 |  * Commitment to encourage the development of ICT
* Experience of involvement with a comprehensive outdoor learning program
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| *Knowledge* | * Knowledge of current trends in educational development and management
* Familiarity with current strategic national and local issues in education and Early Years provision
 | * Knowledge of relevant Independent School Regulatory Requirements.
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| *Personal qualities* | * An excellent communicator at all levels
* Flair for inspiring and sustaining a culture of high achievement for all
* Ability to propel the school’s vision and values forward, and promote its achievements to the local and wider communities
* Capacity to relate to all pupils from whatever background in order to motivate them to achieve their potential.
* Integrity, commitment, enthusiasm, energy to persevere and succeed
 | * Commitment to continuing personal development
* Creativity and the ability to engage in critical reflection
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