



Acting Headteacher: Mr R Benserghin

## Roxbourne Primary School

Person Specification - Headteacher

Responsible to – Board of Governors

The successful candidate will demonstrate the following experience, skills and characteristics:	Stage of recruitment process at which criteria will be measured:		
	Essential/Desirable	Application Form/Supporting Statement	Interview
<b>Experience</b>			
• Successful experience as a Deputy Head or Headteacher	E	✓	✓
• Successful teaching experience in the primary sector	E	✓	
• Experience of working in a multi-cultural setting	D	✓	
<b>Qualifications/Training</b>			
• Qualified Teacher Status and a relevant degree	E	✓	
• NPQH or further professional qualification	D	✓	
<b>Strategic Direction and Development of the School</b>			
• Evidence of providing clear educational vision and direction and the ability to lead by example	E	✓	✓
• Evidence of formulating aims, policies and plans and monitoring, evaluating and reviewing the impact of these	E	✓	✓
• Successful experience of working in partnership with a Board of Governors	E	✓	✓
• Evidence of introducing effective strategies for improvement	E	✓	✓
• Up to date knowledge of current educational developments	E	✓	✓
• Evidence of working in partnership with other schools to share strengths and support development	D	✓	✓
<b>Leading and Managing Staff</b>			
• Ability to lead, manage and motivate the whole school community	E	✓	✓
• Ability to plan, allocate, delegate, support and evaluate the work undertaken by groups, teams and individuals	E	✓	✓
• Successful experience of consulting with stakeholders	E	✓	✓

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<ul style="list-style-type: none"> <li>Experience of consulting and negotiating effectively with different stakeholders involved with the school</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Ability to coach and mentor staff to improve performance</li> </ul>	E	✓	✓
<b>Standards</b>			
<ul style="list-style-type: none"> <li>Evidence of raising standards across a primary school including for individuals and groups</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Evidence of collecting, analysing and using data on students' progress and performance to raise standards, using appropriate systems including ICT</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Evidence of setting and achieving challenging targets for the school, subjects, teachers and students</li> </ul>	E	✓	✓
<b>Teaching and Learning</b>			
<ul style="list-style-type: none"> <li>Understanding the principles of effective teaching and learning and the ability to promote a culture of learning throughout the school</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Evidence of successfully engaging children through an exciting and innovative curriculum</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Successful evidence of monitoring, evaluating and improving the quality of teaching and learning</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Evidence of successful use of assessment to improve outcomes for children</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Successful experience of promoting the personal, social, moral, cultural and spiritual development of students</li> </ul>	E	✓	✓
<b>Deployment of Staff and Resources</b>			
<ul style="list-style-type: none"> <li>Ability to set, interpret, monitor and manage a balanced budget</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Ability to manage, monitor and review the use of all available resources, ensuring best value</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Experience of recruiting, selecting and deploying staff to achieve improved outcomes for children</li> </ul>	E	✓	✓
<b>Safeguarding and Inclusion</b>			
<ul style="list-style-type: none"> <li>Thorough knowledge of safeguarding legislation and safer working practices</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Commitment to and evidence of promoting the welfare and safeguarding of children</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Evidence of promoting an inclusive environment for all students</li> </ul>	E	✓	✓
<b>Other Skills and Abilities</b>			

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# ROXBOURNE PRIMARY SCHOOL

Torbay Road, Harrow, Middlesex HA2 9QF

Telephone: (020) 8422 9207

Email: [office@roxbourne.harrow.sch.uk](mailto:office@roxbourne.harrow.sch.uk)

Website: [www.roxbourneprimaryschool.co.uk](http://www.roxbourneprimaryschool.co.uk)



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<ul style="list-style-type: none"> <li>Ability to manage and prioritise own time, work under pressure and meet deadlines</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Ability to form and maintain appropriate professional relationships</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Effective interpersonal, communication and presentation skills, both written and oral</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>Resilience, flexibility and ability to retain a sense of perspective</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>You have excellent literacy skills, including proficiency in accurate written and spoken English</li> </ul>	E	✓	✓
<ul style="list-style-type: none"> <li>You have an awareness of and adherence to relevant health and safety regulations and policies and a commitment to equal opportunities</li> </ul>	E	✓	

Applicants who fail to adequately address relevant criteria in their application form and supporting statement will not be considered.

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