**Person Specification - Headteacher**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential (E)Desirable (D) | Application (A)Interview (I)Reference (R) | Score1-4 |
| **Qualifications, Experience and Professional Development** |  |  |  |
| Significant experience, minimum two years at Senior Leadership level in a Secondary School either as a Headteacher or effective Deputy Headteacher | E | A |  |
| Honours Degree | E | A |  |
| Qualified Teacher Status | E | A |  |
| Evidence of supporting Leadership in other educational settings | D | I |  |
| **Strategic Leadership & Management** |  |  |  |
| The ability to communicate a clear vision for the school and how it will continue to develop over the next three to five years | E | I |  |
| A sound understanding of how students learn, what constitutes quality teaching and learning and how to continue to raise standards for students of all abilities (including SEND and other disadvantaged groups) through careful monitoring and target setting | E | A/I |  |
| The ability to induct, enthuse, inspire, motivate and manage all staff, enabling them to carry out their respective roles to the highest standard through performance management and CPD | E | A/I/R |  |
| The ability to work closely with and provide support and advice to the Governing Body to enable it to meet its responsibilities | E | A/I |  |
| The ability to ensure that parents/carers and students are engaged in and well-informed about the curriculum, their attainment and progress and about the contribution they can make to achieve the school’s targets for continued improvement | E | A/I |  |
| Understand the need for effective relationships with parents, carers, partners and the community which enhance and supports student learning | E | A/I |  |
| A sound understanding of curriculum issues and educational developments, both current and future, and how they will affect the work of a school | E | I |  |
| Understanding of and commitment to safer recruitment and Safeguarding processes and the ability to ensure their implementation | E | A/I |  |
| A sound understanding of finance and human resource allocation and how to achieve value for money | E | I |  |
| Demonstrate a commitment to and implementation around staff and student well being | E | I |  |
| **Teaching and Learning** |  |  |  |
| Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all students | E | A/I |  |
| A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning | E | A |  |
| Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management | E | I |  |
| A record of sustained progress in raising standards in teaching and learning | E | A/I |  |
| Excellent understanding of data and the capacity to translate it to different groups | E | I |  |
| **Personal Qualities, Skills and Attributes** |  |  |  |
| Leads by example, high profile, demonstrates integrity and values in action | E | I |  |
| The drive and ability to take the role of leader managing change and enthusing others in that process  | E | I |  |
| Evidenced reflective practice and take personal learning into the role | E | I |  |
| Excellent communications skills, both written, oral and through the use of ICT | E | A/I |  |
| The ability to hold to account where necessary and take swift action | E | A/I |  |
| A commitment to student development and the development of inclusive practice for all members of the school community | E | A/I |  |
| The ability to foster a culture of respect, openness and self-discipline | E | I |  |
| Adaptability to changing circumstances and new ideas | E | I |  |
| **Confidential References, Reports and Application** |  |  |  |
| Strong recommendations from all referees, including current employer | E | A/R |  |
| Accurate and full completion of application form | E | A |  |
| Satisfactory pre-employment checks  | E | A/R |  |