

Brinsworth Manor Infant School – Headteacher Person Specification

[A] TRAINING AND QUALIFICATIONS			
	Essential	Desirable	Source A- application C/Q – certificates of qualifications I - interview R - references
Qualified teacher status	✓		A, C/Q
Degree	✓		A, C/Q
NPQH		✓	A, C/Q
Recent participation in a range of relevant professional training and development including leadership development	✓		A, I, R

[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT			
	Essential	Desirable	Source A- application C/Q – certificates of qualifications I - interview R - references
Senior leadership experience	✓		A, I, R
Experience of leading and managing a school initiative	✓		A, I, R
Significant experience working in the primary phase (minimum 5 years)	✓		A, I
Successful experience of teaching in EYFS and KS1		✓	A, I
Experience of strategic financial planning, budget management and the principles of best value	✓		A, I, R
Experience of leading change and improvement	✓		A, I, R
Understanding of new technologies – their use and impact	✓		I
Experience of monitoring and evaluating performance to inform school self-evaluation	✓		A, I, R
Understanding of curriculum design	✓		I

[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING			
Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the specific phase.			
	Essential	Desirable	Source A- application C/Q – certificates of qualifications I - interview R - references
Pupils' educational development	✓		I
School leadership and management including strategic planning	✓		A, I, R
Curriculum and assessment, including subjects and cross curricular aspects	✓		I
Effective teaching and learning strategies	✓		I, R
School improvement strategies	✓		A, I
Local and national policies, priorities and statutory frameworks	✓		I
Governance	✓		A, I
Safeguarding arrangements	✓		I
SEND	✓		I
Education in a multi-cultural context		✓	I

[D] PERSONAL SKILLS AND ABILITIES			
Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post:			

	Essential	Desirable	Source A - application C/Q – certificates of qualifications I - interview R - references
Think strategically, make decisions and communication effectively	✓		I, R
Inspire and motivate the whole school community	✓		I, R
Competent in the use of ICT	✓		I
Experience of working with a range of external agencies	✓		A, I
Experience of performance management and staff development	✓		A, I, R
Ability to analyse and interpret performance data and share this with a range of audiences	✓		I, R
Prioritise, plan and organise themselves and others	✓		I, R

[E] OTHER REQUIREMENTS

	Essential	Desirable	Source A- application C/Q – certificates of qualifications I - interview R - references
Application forms should be completed in full	✓		A
Letters should be clear and concise (3 sides of A4 maximum at Times New Roman Point 12)	✓		A
Should address the criteria identified in the person specification	✓		A

[F] CONFIDENTIAL REFERENCES AND REPORTS

	Essential	Desirable	Source A- application C/Q – certificates of qualifications I - interview R - references
Two written references only (one from the most recent employer)	✓		R
Confirming professional & personal knowledge, skills & abilities referred to above	✓		R
Positive recommendation from current employer	✓		R