

# HEADTEACHER PERSON SPECIFICATION: CORE REQUIREMENTS FOR GOFFS OAK PRIMARY AND NURSERY SCHOOL

## 1. Qualifications

		E	D
1.1.	DFE qualified teacher status.	✓	
1.2	Good honours degree or equivalent.	✓	
1.3	National Professional Qualification for Headteachers (whilst no longer essential this is strongly preferred and the governors would expect any applicant to complete as soon as practicable)		✓
1.4	Post-graduate qualification in Education, Education Management or a related discipline.		✓
1.5	Evidence of continuing and relevant professional development in school leadership and management.	✓	

## 2. Knowledge

		E	D
2.1	Sound knowledge and understanding of recent education legislation, can demonstrate an understanding of Ofsted requirements, and other legal requirements effecting schools.	✓	
2.2	Can demonstrate the principles and practice of effective teaching and learning for pupils with varying learning abilities in a joyful fun and enthusiastic manner	✓	
2.3	Knowledge of the statutory, financial and budgetary processes required in the management of a school, including best value measures.	✓	
2.4	A substantial knowledge, experience and enthusiasm for curriculum leadership and development, including EYFS and the opportunities that a wider curriculum provides for all pupils.	✓	
2.5	Sound knowledge of the principles and practice of quality assurance systems, including school review, self-evaluation and performance management.	✓	
2.6	Understand the role and impact of assessment in children's learning	✓	
2.7	Understanding of the factors which create barriers to learning and the ability to implement appropriate strategies for reducing inequalities.	✓	
2.8	Working knowledge and understanding of the SEN Code of Practice and its implications.	✓	

### 3. Skills and abilities

		E	D
3.1	Proven successful experience as a Headteacher or Deputy Headteacher in a primary school	✓	
3.2	Able to demonstrate personal behaviour that leads by example, forges positive relationships, attitudes and communication	✓	
3.3	An outstanding practitioner with experience of teaching across the primary age.	✓	
3.4	Proven ability to establish and maintain collaborative working with professionals and stakeholders in order to enhance the outcome of education of all pupils.	✓	
3.5	Proven ability to prioritise, plan and organise yourself as well as others.	✓	
3.6	Effective communication skills, including the ability to negotiate and influence, and to maintain effective relationships.	✓	
3.7	Proven commitment to a curriculum that is creative and relevant to the interest and needs of all pupils, including their well being.	✓	
3.8	Be able to manage, monitor and review the use of all available resources, ensuring value for money.	✓	
3.9	Ability to induct, motivate and manage all staff enabling them to carry out their respective roles to the highest standard through performance appraisal	✓	

### 4 Leading School Improvement

		E	D
4.1	A willingness to accept support from others including colleagues, governors, Local Authority	✓	
4.2	Evidence of clear values and moral purpose that place pupils at the heart of all decisions.	✓	
4.3	Proven ability to identify and support own training needs and those of staff including successful experience of leading in-service training.	✓	
4.4	Evidence of an ability to build, communicate and implement a coherent vision for the school in consultation with all stakeholders.	✓	
4.5	The skills and experience to ensure the successful management and implementation of change, through the systematic and rigorous self-evaluation of the work of the school.	✓	
4.6	Proven ability and confidence to lead manage, inspire, challenge and motivate in order to ensure effective team working.	✓	
4.7	The skills to acknowledge excellence, coach and mentor colleagues and also to challenge poor performance.	✓	
4.8	Evidence of the ability to use new technology and understand its usefulness within an educational environment to improve learning outcomes.	✓	
4.9	Proven experience in collecting and making effective use of a variety of data to understand the strengths and weaknesses of the work of the school.	✓	

5. Safeguarding & Promoting the Welfare of Pupils

		E	D
5.1	Absolute commitment to ensuring the safety and well-being of pupils	✓	
5.2	Proven ability in building a culture where children feel confident that their concerns will be listened to and acted upon.	✓	
5.3	Designated or deputy designated CP officer		✓
5.4	Understanding of and commitment to safer recruitment and safeguarding procedures and the ability to ensure their implementation.	✓	
5.5	Experience of working with challenging behaviour and managing children's behaviour consistently.	✓	
5.6	Ability to form and maintain appropriate professional relationships with children and young people.	✓	