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| Person Specification – Head Teacher Abingdon House School | | | |
| **Cavendish Education is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.** | | | |
| **Qualifications and Training:** |  | Essential | Desirable |
| Qualified teacher status | x |  |
| At least three years’ senior management experience e.g. deputy head or above | x |  |
| Experience of leading and managing a team | x |  |
| A thorough knowledge and understanding of the primary and secondary curriculum | x |  |
| A clear understanding of current curriculum and management initiatives | x |  |
| Appropriate experience and understanding of the requirements of pupils with Special Educational Needs, specifically SpLD and ASC | x |  |
| The ability to identify his/her own learning needs and to support others in identifying their learning needs | x |  |
| Evidence of delivering in-service training | x |  |
| Evidence of appropriate continuing professional development | x |  |
| Experience of working with governors |  | X |
|  | An appropriate degree or equivalent |  | X |
|  | NPQH |  | X |
| **Competence summary:** |  | Essential | Desirable |
| A proven ability to motivate, lead and interact with staff, students and parents | X |  |
| The ability to plan strategically with a sense of priorities | X |  |
| The ability to use appropriate leadership styles in different situations | X |  |
| The ability to deal sensitively with people and resolve conflict | X |  |
| The ability to work constructively with Governors / Directors | X |  |
| The ability to demonstrate high level organisational skills, able to plan and organise effectively and meet deadlines | X |  |
| Substantial experience of curriculum innovation and development that has resulted in raised standards | X |  |
| Knowledge of relevant inspection frameworks and the process of self-evaluation; experience of successful school inspection | X |  |
| The ability to analyse and present data and information coherently, applying findings | X |  |
| Excellent oral and written skills | X |  |
| The ability to deploy staff and resources effectively | X |  |
| Substantial experience of Special Educational Needs, specifically SpLD and ASC |  | X |
| Substantial pastoral experience |  | X |
| Competence in the use of IT and an awareness of current and future IT developments and their application in the curriculum |  | X |
| Experience of financial management at a whole school level |  | X |
| A record of involvement in school co-curricular activities, school performances, educational visits, expeditions, residential courses, charity projects etc |  | X |
| **Work-related personal characteristics:** |  | Essential | Desirable |
| Personal impact and presence | X |  |
| Integrity | x |  |
| Self confidence | x |  |
| Adaptability to changing circumstances and new ideas | x |  |
| Emotional resilience | x |  |
| A willingness to embrace and develop the vision of Abingdon House School | x |  |
| Good interpersonal skills | x |  |
| A welcoming and inclusive approach to all regardless of faith, creed, colour, gender and religious or sexual orientation | x |  |
| Good negotiating and diplomacy skills | x |  |
| The ability to work under pressure and meet deadlines | x |  |
| The ability to grasp and communicate a complex vision in simple and easily understood terms to a variety of audiences | x |  |
| The ability to form and maintain appropriate relationships and personal boundaries with children and young people | x |  |
| Commitment to safeguarding and promoting the welfare of children and young people | x |  |
| A strong sense of accountability for fulfilling the requirements of the post on an ongoing basis | x |  |