ST PETER’S SCHOOL

*A Catholic Voluntary Academy Trust*

PERSON SPECIFICATION – HEAD OF PRIMARY PHASE

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| Category | Essential | Desirable |  |
| 1 FaithCommitment | * A practising and committed Catholic
* Secure understanding of the distinctive nature of the Catholic school and Catholic education
* Understanding of leadership role in spiritual development of pupils and staff
* Understanding of the school’s role in the parish and wider community
 | * Evidence of participation in faith life of the community
* Experience in leading acts of worship in Catholic schools
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| 2. Qualifications | * Qualified teacher status
 | * NPQH award
* Postgraduate level qualification
* CCRS or equivalent
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| 3. Experience | * Experience as an effective deputy head teacher
* Successful experience of leading one or more subject areas
* Substantial, successful teaching experience
 | * Recent experience in a Catholic voluntary aided school
* Teaching experience in at least 2 of the 2 key stages: Foundation Stage, KS1 and KS2
* Curriculum leadership in one or more core subjects
* Experience of teaching in more than one school
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| 4. ProfessionalDevelopment | * Evidence of continuing professional development relating to school leadership and
* management, and curriculum / teaching and learning
* Evidence of continuing professional development relating to Catholic ethos, mission and religious education
* Ability to identify own learning needs and to support others in identifying their learning needs
 | * Experience of working with other schools /organisations / agencies
* Experience of leading / coordinating staff development
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| 5. StrategicLeadership | * Evidence of…
* having successfully translated vision into reality at whole-school level
* successful strategies for planning, implementing, monitoring and evaluating school improvement
* the ability to analyse data, develop strategic plans, set targets and monitor / evaluate progress towards these
* Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils
* Understanding of and commitment to promoting and safeguarding the welfare of pupils’
* Ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of Catholic education
 | * Knowledge of the role of the governing body in a Catholic school
* Evidence of the ability to articulate and share a vision of primary education within the context of the mission of a Catholic school
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| 6. Teaching andlearning | * Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils and an understanding of why they are successful
* A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning
* Experience of effective monitoring and evaluation of teaching and learning
* Knowledge of statutory requirements relating to the curriculum and assessment
* Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management
* Evidence of successful large-scale curriculum planning
 | * An understanding of the requirements of the Curriculum Directory for Religious Education
* Understanding of successful teaching and learning in religious education across the key stages
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| 7. Leading andManaging Staff | * Experience of working in and leading staff teams
* Ability to delegate work and support colleagues in undertaking responsibilities
* Secure understanding of strategies for appraisal
* Experience of appraisal and supporting the continuing professional development of colleagues
* Understanding of effective budget planning and resource deployment
* Experience of offering challenge and support to improve performance
 | * Experience of working with governors to enable them to fulfil whole school

responsibilities* Successful involvement in staff recruitment, appointment/induction
* Understanding of how financial and resource management enable a school to achieve its educational priorities
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| 8. Accountability | * Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents, governors, parishioners and clergy
* Experience of effective whole-school self-evaluation and improvement strategies
* Leading sessions to inform parents
 | * Experience of presenting reports to governors
* Understanding the criteria for the evaluation of a Catholic school
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| 9. Skills, Qualities& Abilities | * Empathy with children
* High quality teaching skills
* Strong commitment to the mission of a Catholic school
* Ability to build and maintain good relationships, work in a team and accept corporate responsibility
* Commitment to their own spiritual formation and that of the pupils
* High expectations of pupils’ learning and achievement
* Strong commitment to school improvement and raising achievement for all
* Ability to remain positive and enthusiastic when working under pressure
* Ability to organise work, prioritise tasks, make decisions and manage time effectively
* Stamina and resilience
* Confidence
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