

Cardrew Court School Headteacher Person Specification

Education and Qualifications	Essential	Evidenced
Qualified teacher status	X	Application form
Degree or equivalent	X	Application form
NPQH or a desire to work towards achieving NPQH	X	Application form
Experience – Financial and Data Management (please include evidence in your supporting statement)		
Effectively managing budget, funding and resources	X	Interview
Effective strategic planning	X	Interview
Managing and interpreting data to support taking the school forward particularly in respect of budget and performance.	X	Interview
Use of assessment and analysis in improving outcomes	X	Interview
Experience - People management and leadership		
Successfully leading, motivating and developing staff – including the performance management process	X	Application form
Challenging poor performance and supporting colleagues as required	X	Application form
Proven effective leadership of a significant sized team	X	Application form
Special School Senior Leadership	X	Application form
Leading and sustaining educational initiatives for school improvement	X	Supporting statement
Proven ability to lead, organise and motivate a team	X	Supporting statement
Developing and maintain positive relationships with all stakeholders including Trustees and the wider community	X	Interview
Motivating staff to motivate children	X	Interview
Working positively with the school development process – determining, then implementing, priorities	X	Interview
Making the most of staff talent and being a “developer of people”	X	Interview
Holding high standards and expectations and encouraging excellent standards of working amongst colleagues	X	Interview
Supporting the further developments of learning, skills and emotional literacy - with staff, students and parents	X	Interview

Effectively and successfully managing change	X	Interview
Understanding the complexities of and managing people in a way which results in a positive and productive ethos.	X	Interview
Celebrating achievement and success	X	Interview
Experience – Children with Special Educational Needs		
Knowledge and understanding of the varying needs and abilities of pupils with SEN, particularly those with Autism, Social Emotional and Mental Health needs	X	Supporting statement
Evidence of implementing an impactful therapeutic curriculum	X	Supporting statement
Involvement with Children		
Being aware of the diverse nature of the individual pupil's needs	X	Supporting statement
Establishing a rapport with children	X	Interview
Having high expectations of what pupils can achieve and helping staff to find creative ways to achieve this	X	Interview
Leading or supporting at assemblies etc.	X	Interview
Personal Qualities		
Inspire, reassure and promote confidence in all stakeholders	X	Supporting statement
Having excellent interpersonal skills with an ability to relate confidently to and motivate a wide range of people	X	Application form/Interview
Communicating with enthusiasm, confidence and competence	X	Application form/Interview
Being an excellent team builder who can implement strategies which lead to our continued improvement	X	Application form/Interview
Being professional, loyal and acting with integrity	X	Application form/Interview
Respecting others thoughts and opinions, and being able to constructively justify why they might not be used in a given situation	X	Application form/Interview
Personal Qualities		

Being approachable, visible and accessible	X	Application form/Interview
Being empathetic	X	Application form/Interview
Being committed to inclusion	X	Application form/Interview
Having emotional resilience especially when difficult decisions have to be made	X	Application form/Interview
Being a catalyst for change	X	Application form/Interview
Equal Opportunities and Safeguarding		
Being committed to equal opportunities	X	Application form/Interview
Being committed to maintaining our ethos in which safeguarding is paramount	X	Application form/Interview
Being committed to promoting and safeguarding the welfare of pupils, staff and visitors	X	Application form/Interview

The starting point on the scale for this appointment will be based on experience.

