

## Person specification – headteacher



Clifton School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An Enhanced DBS check is required for the successful applicant.

	ESSENTIAL	* METHOD OF ASSESSMENT
INITIAL QUALIFICATIONS	Qualified teacher status.	AF, I
FURTHER QUALIFICATIONS/ PROFESSIONAL DEVELOPMENT	Recent, relevant in-service training in current educational practice, including the leadership and management of teaching and learning, such as NPQH  Knowledge and understanding of education and schools systems locally and nationally.	
EXPERIENCE	Considerable successful experience in leadership and management and demonstrating the ability to differentiate between them  Demonstration of a good understanding of School Improvement planning and Implementation  Experience of implementing performance management.  Experience of partnership working with parents and the wider community, including external agencies  Successful and varied teaching experience in appropriate phase(s), including working with children with social, emotional and mental health difficulties  Experience of coordinating family support services as appropriate.  Experience of establishing an appropriate budget to achieve educational and other goals	AF, I  AF, I  AF, I  AF, I  AF  AF, I  AF, I
SKILLS AND ABILITIES	To develop and implement the school vision and values, and promote inclusivity and diversity within a framework of British values  To develop a culture for learning and set high expectations for achieving success for all  To work to high professional standards, strategically and operationally, leading by example  To monitor, evaluate, and plan strategically for School Improvement and continuous professional development  To lead and manage effectively in an environment of high accountability  To manage the implementation of change effectively and sensitively Demonstrate the ability to manage, motivate and support Individuals and teams effectively  To deal effectively with under performance, in accordance with relevant policies and procedures.  To understand and interpret complex data to inform effective decision-making	AF, I  AF, I  AF, I  AF, I  AF, I, P  AF, I  AF, I  AF, I  AF, I

	To maintain a clear strategic financial overview of the school.	AF, I
	To set and monitor a budget in consideration of the School's aims and objectives	AF, I
	To demonstrate a focus on innovation, creativity and a willingness to work in a context of resource generation and appropriate risk-taking	AF, I
	To demonstrate a wide range of high level communication skills, including new technologies	AF, I
	To use authority appropriately to maintain discipline.	AF, I
	To promote and foster a positive school image.	AF, I
	To seek and maintain effective multi-agency partnerships and collaboration, to share and disseminate best practice throughout the whole school and beyond	AF, I
OTHER	Evidence of motivation for working with children.	AF, I
	Evidence of ability to form and maintain appropriate relationships and personal boundaries with staff and children	AF, I
	Evidence of emotional resilience in working with children and staff exhibiting challenging behaviour	AF, I
	Ability to effectively implement safeguarding legislation and develop a culture of safeguarding awareness, risk assessment and management	AF, I
	Ability to coach and develop all school staff appropriately.	AF, I
	Ability to work effectively with the governing body in the rigorous monitoring and evaluation of school life and work	AF, I
	Demonstrate the promotion of positive behaviour strategies and constructive handling of problems	AF, I
	Evidence of actively involving all staff, parents, governors and the community in the life and work of the school, other schools and networks	AF, I
	Evidence of implementing Equal Opportunities and other legislation essential for the health, safety and well-being of the school community	AF, I
	Ability to effectively implement personnel procedures in the management of staff, with relevant knowledge of employment law	AF, I

- Those elements marked **AF** - will be assessed in your application form
- Those elements marked **AF/I/P** - will be assessed in your application form and during the selection process e.g. interview, presentation.
- Those elements marked **I/P** - will be evaluated during the selection process e.g. interview, presentation

**NB:** If shortlisted, any relevant issues arising from references will also be taken up at interview. References will be used to support the selection panel's assessment.

