

Hockliffe Lower School – Head of School Person Specification

Qualifications & Professional Development			
	Essential/ Desirable	Application	Interview
Qualified Teacher Status	E	✓	
Degree or equivalent qualification	E	✓	
Evidence of leadership training (e.g. NPQSL, NPQH or equivalent experience)	E	✓	✓
Evidence of continuing professional development	E	✓	✓
NPQH (or working towards)	D	✓	
Evidence of safeguarding training at DSL level	D	✓	
Further relevant postgraduate study	D	✓	
Leadership Experience			
	Essential/ Desirable	Application	Interview
Successful senior leadership experience (e.g. Assistant Headteacher, Deputy Headteacher or equivalent)	E	✓	✓
Proven track record of improving pupil outcomes	E	✓	✓
Experience of leading school improvement initiatives	E	✓	✓
Experience of performance management and staff development	E	✓	✓
Experience of working with governors	E	✓	✓
Experience in a small primary or lower school context	D	✓	
Experience within a Multi-Academy Trust	D	✓	
Experience of leading across more than one phase or key stage	D	✓	
Strategic Leadership & School Improvement			
	Essential/ Desirable	Application	Interview
Strong understanding of curriculum design and implementation	E	✓	✓
Ability to use data intelligently to drive improvement	E	✓	✓
Secure understanding of effective teaching and learning	E	✓	✓
Clear knowledge of assessment and standards in primary education	E	✓	✓
Commitment to inclusive practice and improving life chances	E	✓	✓
Understanding of safeguarding responsibilities and statutory requirements	E	✓	✓
Experience of working and leading staff teams	E	✓	✓
Experience of leading curriculum review and development	D	✓	
Experience of successful Ofsted inspection preparation	D	✓	
Experience of embedding inclusive provision for SEND and disadvantaged pupils	D	✓	
Operational Leadership			
	Essential/ Desirable	Application	Interview

	Desirable		
Ability to lead day-to-day school operations effectively	E	✓	✓
Strong organisational and prioritisation skills	E	✓	✓
Clear understanding of behaviour systems and positive culture-building	E	✓	✓
Experience of implementing safeguarding systems and procedures	E	✓	✓
Ability to work effectively within Trust-wide frameworks and expectations	E	✓	✓
Experience of budget monitoring	D	✓	
Experience of managing staffing structures in a small school	D	✓	
Personal Qualities & Values			
	Essential/ Desirable	Application	Interview
Leads with warmth, compassion and high expectations	E	✓	✓
Demonstrates integrity, resilience and professional courage	E	✓	✓
Builds high-trust relationships with staff, families and pupils	E	✓	✓
Clear communicator with strong interpersonal skills	E	✓	✓
Collaborative mindset and willingness to contribute to Trust strategy	E	✓	✓
Commitment to staff wellbeing and professional growth	E	✓	✓
Visible and values-driven leadership presence	E	✓	✓
Demonstrates system leadership beyond their own setting	D	✓	
Evidence of coaching and mentoring emerging leaders	D	✓	
Safeguarding & Ethos			
	Essential/ Desirable	Application	Interview
Deep commitment to safeguarding and promoting the welfare of children	E	✓	✓
Strong moral purpose and commitment to inclusive education	E	✓	✓
Alignment with the values and strategic direction of Kingsbridge Educational Trust	E	✓	✓
Commitment to equality, diversity and inclusion	E	✓	✓