

Person Specification

Headteacher



Factor	Essential	Desirable	Assessment*
Qualification	<ul style="list-style-type: none"> • Qualified Teacher Status • Completion of NPQH or currently working towards it • Evidence of continuing professional development or further professional study. 	<ul style="list-style-type: none"> • Higher degree qualification, postgraduate course, recognised special education qualification 	A, I, R, D
Experience	<ul style="list-style-type: none"> • Previous leadership experience • Substantial experience working in a special educational setting • Experience of conducting performance management • Evidence of management of the curriculum and assessment • Experience of working with children with challenging behaviours • Experience of appointing, managing and inducting staff • Experience of resource management • Experience in working effectively with parents/carers, external professionals and other agencies. • Experience of leadership at whole school level • Experience of successfully supporting others • Experience of effective behaviour management • Experience of working with a governing body • Experience of deploying staff across a whole school • Experience of strategic planning. • Experience in developing whole-school policies and strategies. 	<ul style="list-style-type: none"> • Experience in more than one school • Experience of financial management 	A, I, R
Leadership & Management	<ul style="list-style-type: none"> • Ability to inspire and motivate staff, pupils, parents and governors to achieve the schools aims • 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 • Ability to delegate work and support colleagues in undertaking responsibilities • Ability to confront and resolve problems. • To have a proven track record in raising pupil attainment 	<ul style="list-style-type: none"> • Understanding of effective budget planning and resource deployment • Experience of working with governors to enable them to fulfil whole-school responsibilities • Understanding of how financial and resource management enable a school to achieve its educational priorities • Ability to take on new challenges and to be a leader in the field of education. 	
Skills and Knowledge	<ul style="list-style-type: none"> • Demonstrate the ability to develop and deliver effective and inspirational professional development. • Ability to review whole school systems to ensure robust evaluation of school performance. 		A, I, R

	<ul style="list-style-type: none"> • An ability to plan and deliver exceptional learning opportunities to meet a range of abilities and interests • Knowledge of statutory requirements and other legislation relating to Safeguarding/EHCP/Employment • A commitment to the principles of high quality SEN provision • Excellent behaviour management techniques and skills • Ability to use a range of ICT effectively and creatively as a tool for learning • Ability to gain respect of pupils through manner of confidence and authority • A consistently outstanding teacher • A deep understanding of successful classroom practice. • Understanding of safeguarding children requirements • Understanding of OFSTED requirements • Understanding the SEND Code of Practice 		
<p>Personal Attributes</p>	<ul style="list-style-type: none"> • The ability to work independently and contribute as a team member • The ability to determine priorities, be self-motivated and manage time effectively • The ability to communicate effectively with a wide range of people including children, staff, parents and Governors • A commitment to their own continuing professional development • Able to lead and inspire • Able to work calmly under pressure • Ability to critically evaluate own performance and make any necessary changes to be more effective • Enthusiastic, honest, reliable • A passion for child-centred learning • Ability to share a dynamic vision for the implementation of programmes and projects • A sense of purpose and ability to take personal initiative • A sensitive, flexible, open-minded and responsive attitude to working with others • Ability to build and maintain good relationships • Ability to remain positive and enthusiastic when working under pressure • Able to organise own workload in the context of varied tasks • Empathy with children 		<p>A, I, R</p>

**Assessment Method – details how the criteria will be assessed*

A = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence