**Anston Hillcrest Primary School**

**Headteacher Person Specification**



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| **[A] TRAINING AND QUALIFICATIONS** |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Qualified teacher status | ✓ |  | A, C/Q |
| Degree | ✓ |  | A, C/Q |
| NPQH |  |  | A, C/Q |
| Recent participation in a range of relevant professional training and development including leadership development | ✓ |  | A, I, R |

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| **[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT** |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Senior leadership experience | ✓ |  | A, I ,R |
| Experience of leading and managing a school initiative | ✓ |  | A, I, R |
| Significant experience working in the primary phase (minimum 5 years)  | ✓ |  | A, I |
| Experience of strategic financial planning, budget management and the principles of best value  | ✓ |  | A, I , R |
| Experience of leading change and improvement | ✓ |  | A, I, R |
| Understanding of new technologies – their use and impact | ✓ |  | I |
| Experience of monitoring and evaluating performance to inform school self-evaluation | ✓ |  | A I, R |
| Understanding of curriculum design | ✓ |  | I |
| Experience of supporting disadvantaged children and families with additional and complex needs |  |  | A, I, R |

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| **[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING**Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the specific phase.  |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Pupils’ educational development | ✓ |  | I |
| School leadership and management including strategic planning | ✓ |  | A, I, R |
| Curriculum and assessment, including subjects and cross curricular aspects | ✓ |  | I |
| Effective teaching and learning strategies | ✓ |  | I, R |
| School improvement strategies | ✓ |  | A, I |
| Local and national policies, priorities and statutory frameworks including the current Ofsted inspection framework | ✓ |  | I |
| Governance  | ✓ |  | A, I |
| Safeguarding arrangements | ✓ |  | I |
| SEND |  |  | I, R |
| Education in a multi-cultural context |  |  | I |
| Knowledge and understanding of the Equality Act 2010 |  |  |  |

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| **[D] PERSONAL SKILLS AND ABILITIES**Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post: |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Show a passion for, and commitment to, improving outcomes for children and families | ✓ |  | I, R |
| Prioritise, plan and organise themselves and other staff | ✓ |  | I, R |
| Think strategically and make informed decisions | ✓ |  | I, R |
| Ability to analyse and interpret performance data and share this with a range of audiences |  |  | I, R |
| Good interpersonal and communication skills |  |  | A, I |
| Competent in the use of ICT | ✓ |  | I |
| Capacity to inspire and motivate others | ✓ |  | I, R |
| Experience of performance managing, supporting and developing staff |  |  | A, I, R |
| Ability to engage effectively with families and the community |  |  | A, I, R |
| Experience of working with a range of external agencies | ✓ |  | A, I |
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| **[E] OTHER REQUIREMENTS** |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Application forms should be completed in full | ✓ |  | A |
| Letters should be clear and concise(3 sides of A4 maximum at Arial or similar Point 12)  | ✓ |  | A |
| Should address the criteria identified in the person specification | ✓ |  | A |
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| **[F] CONFIDENTIAL REFERENCES AND REPORTS** |
|  | Essential | Desirable | SourceA - applicationC/Q – certificates of qualificationsI - interviewR - references |
| Two written references only (one from the most recent employer) | ✓ |  | R |
| Confirming professional and personal knowledge, skills and abilities referred to above | ✓ |  | R |
| Positive recommendation from current employer | ✓ |  | R |