

Mereworth Community Primary School

Headteacher Person Specification

Qualifications	Essential	Desirable	Evidence sought through
Qualified Teacher Status	*		A
Degree	*		A
Evidence of continuing and relevant professional and personal development	*		A
NPQH		*	A
Skills and Experience			
Currently in a successful position of leadership as a Head teacher, Deputy or Assistant Head teacher	*		AR
A proven record as an outstanding practitioner, showing commitment to the academic development and the well-being of children and staff	*		AR
Class teaching experience across KS1 & 2 and experience of teaching in more than one school		*	AR
Evidence of significant input to an Ofsted inspection in a leadership capacity	*		AR
Strategic Direction and Development			
A through knowledge of current educational priorities and legislation, with proven ability to build on existing strengths within the school to manage change	*		AIR
Knowledge of the statutory responsibilities of school governance		*	AI
Evidence of ambition for every child through implementing strategies that raise the personal and academic success of all pupils including those with special needs and disabilities	*		AIR
A strategic approach to school improvement through building, communicating and	*		AIR

implementing a shared vision of excellence and having a clear understanding of the role of self-evaluation			
Skills and Abilities			
Proven leadership and management experience with evidence of delivery and impact	*		AR
Ability to lead and inspire staff, governors, pupils and parents in shared expectations through forward thinking, motivation and dynamic leadership	*		AIR
Excellent communicator, able to form good working relationships with all members of the school community and who shows the ability to delegate authority whilst maintaining accountability	*		AIR
Listens and communicates professionally, both orally and in writing, with all those with an interest in the school	*		AIR
Experience of participation in budget management and financial planning	*		AIR
Ability to build and lead effective teams, respecting contributions made by individuals as well as the capacity to resolve any issues which may arise	*		AIR
Knowledge and experience of successful performance management with the ability to support and coach all staff but also the determination to challenge and deal with underperformance	*		AIR
Excellent ICT skills and an understanding of how new technologies learning and teaching as well as other areas of the school's work	*		AI
Leading Teaching and Learning			
Experience of curriculum development and innovation	*		AR
Experience of developing a consistently high quality of teaching through rigorous monitoring of standards and sound judgement	*		AR
Proven ability to analyse and interpret a range of key data and experience of having used this information to improve outcomes	*		AIR

Ability to secure high standards of behaviour for learning and ensure an ethos of challenge and support where pupils can aspire and achieve success	*		AIR
Safeguarding Children			
Knowledge of the regulations around safeguarding and how to deal with any issues which may arise	*		AIR
Personal Qualities			
Open and approachable	*		IR
Creative, inspirational and resourceful	*		AIR
Listens, reflects and acts on feedback	*		AIR
Willing to accept support from other colleagues - governors and the wider educational community	*		AIR
Brings energy, resilience, good communication skills, with a good sense of humour	*		AIR
Able to inspire and meet new challenges with enthusiasm, creativity, vision and flair	*		AIR
Able to form good working relationships with the whole school	*		AIR
Has a desire to achieve excellence. Can inspire, motivate, support and empower pupils, staff and governors	*		AR
Shows empathy, compassion and tolerance, and an awareness of the work/life balance	*		AIR
Values and Commitment			
Sets and achieves ambitious performance targets at all levels of school life	*		IR
Appreciates the position as role model for staff and pupils	*		IR
Is visible and approachable to pupils, staff and parents	*		AIR
Has the ability and passion to forge strong links with parents and the whole school community	*		AIR
Is committed to maintaining the highest standards of discipline and behaviour throughout the school	*		AIR
Is committed to sustaining a safe, secure and healthy school environment	*		AIR

Manages and promotes the social, moral, cultural and spiritual development of pupils	*		AR
Is committed to Equal Opportunities throughout the school	*		AR
Is committed to the wellbeing of staff and children	*		AR
Is committed to the inclusive ethos of the school	*		AIR
Understands the importance of maintaining and developing collaborative relationships with the wider educational community	*		AI

A = Application R = Reference I = Interview