

Person Specification - Headteacher

		Essential	Desired
Qualifications	Qualified teacher status	X	
	National professional qualification for headship or equivalent		X
	Additional qualifications within a relevant field of study		X
	Evidence of ongoing professional development	X	
Experience	A track record of successful teaching experience	X	
	Successful experience of working in a senior leadership team (as Headteacher, Deputy Headteacher or Assistant Headteacher)		X
	Experience of working with children with special needs within a mainstream or specialist setting	X	
	Experience of working in an all through provision and/or secondary and post 16 setting		X
	Experience of setting, managing and monitoring a budget	X	
	Experience of monitoring and evaluating classroom practice and teaching and learning	X	
	Experience of Ofsted inspection and school self-evaluation processes	X	
	Experience of working with children with autism	X	
	Experience of managing and delivering a highly personalised and differentiated curriculum		X
	Experience of working with a range of associated professionals and external agencies	X	
	Experience writing, evaluating and implementing whole school policies	X	
	Successful experience leading whole school initiatives that raise standards of achievement	X	
	Knowledge and skills	An understanding of child protection and safeguarding issues and legislation and of the relevant school policies and procedures	X
Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve		X	
A knowledge of the National Curriculum and relevant external accreditation and how this can be applied to work for students with autism		X	
A knowledge and understanding of measures to assess student progress including baseline assessments, Individual Education Plans and other assessment programmes for children with special needs		X	
Interpersonal and communication skills to enable successful team working and the development of teaching, support staff and other professionals		X	

	An understanding of and commitment to the value of inclusive practice for the development of children with learning difficulties within and beyond the classroom	X	
	An understanding of the the voluntary, independent or non-maintained sectors		X
	An ability to communicate a vision, inspire and motivate others to transform the provision	X	
	A knowledge of current educational legislation, policy and guidance	X	
	The skills to be able to analyse complex issues relating to student's attainment, welfare and progress and develop effective and creative responses	X	
	A knowledge of the Independent School Standards		X
	A knowledge and understanding of the Headteachers standards 2020 and a commitment to upholding these	X	
	An understanding of school finances and financial management	X	
Personal qualities and Abilities	To build and lead high performing, multi-professional teams and to be an effective team member and co-worker	X	
	Evidence of ability to gain and maintain the confidence and respect of colleagues, parents, stakeholders, Proprietors and external partners	X	
	To communicate with a range of audiences verbally and in writing to promote the school within the community and to enthuse others to contribute to the development of the school	X	
	An ability to work effectively under pressure, plan, prioritise and meet deadlines	X	
	To understand personal strengths and areas for development in self and others and how this knowledge may impact on practice	X	
	To represent, market and be an advocate for the school to external stakeholders	X	
	To lead strategic and financial planning to ensure the sustainability of the school	X	
	To lead, inspire, challenge, motivate and empower others to implement to school vision over the short, medium and long term	X	
	A commitment and 'general interest' to the pastoral welfare of the whole school community	X	
	To lead school improvement and motivate staff to achieve outstanding results	X	
	A commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position	X	
	A commitment to maintaining confidentiality at all times	X	



Equal opportunities	A proven commitment to the principles and the practice of the promotion of equality of access and opportunity for all children and adults irrespective of ability, race, gender, gender orientation, religion or class and to the removal of barriers to achieving equal access and to maximising potential	X	
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Notes:

This Person Spec is not exhaustive and may be amended at any time.

Last review date: 14/03/2024

Next review date: March 2026

Proprietor's Signature:

Date:

Postholder's Signature:

Date: