



The Federation of Lower Halstow Community and Newington Church of England Primary Schools

Person Specification

This specification includes the qualities, skills and characteristics that will be assessed when selecting the Executive Headteacher of the Federation of Lower Halstow Community School and Newington Church of England School.

We are looking for a successful Headteacher to lead our school in driving improvement forward.

Professional Qualifications and experience

- Qualified Teacher Status.
- Further professional studies related to current education initiatives and leadership and management.
- Successful and varied teaching and leadership experience in more than one school and extensive knowledge and understanding of the primary phase.
- Proven senior management experience with significant experience as a Headteacher or Head of School with a sustained record of school improvement.
- Proven track record of managing successful school evaluation.
- Experience of successful implementation and management of change.
- Understanding and experience of collaborative practice and planning with other schools and leaders.
- Able to use ICT effectively as a management tool.

Leadership and Management

- Evidence of strong, resilient, inspirational and innovative leadership, delegating responsibility to staff and developing leadership skills in others.
- Accountable as a leader of learning, demonstrating:
 - knowledge and understanding of teaching quality.
 - effective learning.
 - Assessment.
 - strong and clear lines of responsibility and accountability.
 - monitoring and evaluation processes across the primary age range.
- Ability to uphold and promote a distinctive Christian ethos for Newington and the Spiritual, Moral, Social and Cultural development of all pupils across the two distinctive schools.
- Ability to promote a clear philosophy to staff and gain commitment from staff across the primary years to ensure outstanding teaching and learning.
- Ability to instil and maintain a culture across the school, whereby all adults put the welfare and safeguarding of children first, supported by rigorous and well communicated procedures and practices.

- Understanding of the challenge of running two very different schools, with the ability to understand and promote the ethos of each school.
- Ability to delegate appropriately to ensure the efficient and effective day to day running of a school on two sites.
- Ability to make difficult decisions and convey outcomes clearly and sensitively influencing others in a variety of situations.
- Demonstrate integrity, honesty and sensitivity in staffing matters and in maintaining and developing links with all stakeholders.

Strategic Direction and Vision

- Demonstrate ability to think strategically; initiating, planning, monitoring and evaluating school improvement and change processes, creating a shared vision and ethos with internal and external stakeholders.
- Understands what constitutes excellence and quality in Primary Education and how to achieve it.
- Evidence of successful outcome of strategic planning including school improvement and Ofsted Action Plans including:
 - The use of the evaluation of staff performance management to inform school improvement planning.
 - Evidence of the ability to encourage innovation and to manage and sustain change.
- Demonstrate how rigorous review and evaluation of whole school staff performance management leads to school improvement, raises achievement and brings about high expectations of success.

Skills and Attributes

- Demonstrate excellent people management skills, emotional intelligence and approachability.
- Ability to inspire confidence and respect, delegate, motivate, mediate, consult and encourage the school community, leading by example with consistency
- Have the ability to work under pressure, meeting deadlines and show a positive, flexible and realistic approach.
- Demonstrate the self-confidence to seek advice and support, showing a willingness to listen and acknowledge and learn from mistakes.
- Ability to communicate diplomatically at an appropriate level and manner depending on the situation.
- Proven record of managing the revenue and delegated capital budgets.
- Is committed to CPD for all. (including self)