

Aldborough Primary School, Norfolk



Person Specification for post of Headteacher

Selection will be based on the criteria below. When completing your application paperwork you should ensure that you address each of the criteria. Please provide evidence of how you meet the criteria through reference to work or other relevant experience.

Qualifications

- Qualified Teacher Status
- Evidence of appropriate professional development including management, leadership and curriculum
- NPQH preferred

Experience

- proven successful Headship or Deputy Headship in a primary school
- relevant leadership and management experience
- planning and implementation of the curriculum
- assessment and recording
- financial management
- line management responsibility
- inspiration and inspiring teaching
- working with children with a wide range of abilities and needs
- teaching experience throughout the primary age range
- evidence of the use of ICT both in administration and in the curriculum

Professional knowledge

- the current National Curriculum
- understanding of early years education (EYFS) and teaching across the primary age range
- relevant current issues, recent educational developments and significant legislative changes and their impact on the management and leadership of the school
- assessment in the 'post level' environment
- the use of analysis of data to inform school improvement
- the use of self-evaluation to improve school performance
- understanding of finance and budgetary aspects of schools
- pedagogy

Safeguarding

- able to demonstrate knowledge and understanding of current legislation, guidance and best practice for child protection including safer recruitment
- able to demonstrate a commitment to the protection and safeguarding of children
- can demonstrate an ability to co-operate and work with relevant agencies to protect children

Equality and diversity

- evidence of a commitment to equality and diversity and an understanding of its effective operation within a school

Skills

- able to communicate well and to collaborate and maintain good relationships with staff, governors, parents/carers, local community , local authority and relevant agencies
- ability to problem solve
- strong organisational skills
- ability to make effective day to day decisions in order to manage the school
- able to lead, motivate, manage, empower and inspire
- confident to support teaching and learning outside of published schemes
- ability to challenge performance and raise standards
- ability to establish and implement a strategic plan in partnership with the staff and governors
- able to establish robust structures and systems
- able to understand, analyse and monitor data and assessments
- ability to delegate with confidence at all levels
- able to provide and support a framework/environment that enables teachers to teach and learn effectively, and children to learn effectively
- able to embrace and drive change
- able to resolve conflict

Qualities

- brave and inspirational
- organised and rigorous
- approachable and empathetic
- energetic and creative
- resilient and flexible