

### Person Specification – Head of School

Criteria	Essential	Desirable	Method of Assessment
Qualifications	<ul style="list-style-type: none"> <li>QTS (Secondary age range)</li> <li>Honours Degree</li> </ul>	<ul style="list-style-type: none"> <li>Further professional qualification e.g. Leadership Pathways or NPQH</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> </ul>
Experience	<ul style="list-style-type: none"> <li>At least 5 years teaching experience (secondary)</li> <li>Consistently good or better teaching ability</li> <li>Contributing to the effective raising of standards</li> <li>Effective management and leadership of whole school developments</li> <li>Demonstrable evidence of raising the standards of learning and teaching</li> <li>Effective management of change</li> <li>Use of technology to improve systems that raise student achievement</li> <li>Effective line management of other staff</li> <li>Minimum of 2 years Senior Leadership experience</li> <li>Leading of INSET</li> <li>Effective contribution to the SEF</li> </ul>	<ul style="list-style-type: none"> <li>Teaching experience in more than one school</li> <li>Experience of working in a wider context than an individual school</li> <li>Effective collaboration with external agencies</li> <li>Development of innovative learning and teaching</li> <li>Experience of working in an urban school environment</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Letter</li> <li>Interview</li> </ul>
Professional Development	<ul style="list-style-type: none"> <li>Evidence of relevant further professional development</li> <li>Performance management experience</li> <li>Evidence of leading on the professional development of other staff</li> </ul>		<ul style="list-style-type: none"> <li>Application form</li> <li>Letter</li> <li>Interview</li> </ul>
Personal qualities, skills and characteristics	<ul style="list-style-type: none"> <li>Knows what outstanding looks like and the proven ability to develop outstanding practice</li> <li>Build and maintain effective relationships through effective interpersonal skills</li> <li>Excellent communication skills</li> <li>Inspire, challenge, motivate and empower others</li> <li>Think creatively to anticipate and solve problems</li> <li>Build on current good practice whilst moving the school forward with vision and vigour</li> <li>Develop effective teamwork and be able to contribute effectively to a range of teams</li> <li>Think strategically and contribute to creating a coherent school vision</li> </ul>		<ul style="list-style-type: none"> <li>Letter</li> <li>Interview</li> </ul>

Criteria	Essential	Desirable	Method of Assessment
	<ul style="list-style-type: none"> <li>Inclusive approach to education</li> <li>High expectations of self and others</li> <li>Manage and resolve conflict</li> <li>Work under pressure, maintaining a sense of perspective</li> <li>Commitment, honesty and dedication</li> <li>Ability to manage own time effectively</li> <li>Reliability and integrity</li> <li>Resilience and tenacity</li> </ul>		
Knowledge / special aptitudes	<ul style="list-style-type: none"> <li>Ability to drive forward the agenda of high standards across the school</li> <li>Excellent use of data to improve standards</li> <li>Knowledge of current educational trends, curriculum developments and educational initiatives</li> <li>Some experience of curriculum and timetabling</li> <li>Clear understanding of the ethos of a specialist school</li> <li>A commitment to the principles of the Every Child Matters agenda</li> <li>Excellent knowledge and understanding of diversity and equality requirements</li> <li>Knowledge of latest Ofsted requirements relating to Learning, Teaching and Self-Evaluation</li> <li>A belief in the role of independent learning in education with the ability to articulate and deliver this vision</li> <li>Excellent strategies for discipline</li> <li>A dedication to high academic standards</li> <li>A belief in working in partnership and as part of an established team</li> <li>Sound knowledge of 14-19 reform</li> <li>Proven ability in the development of effective structures and systems</li> <li>Ability to think strategically</li> <li>Very good literacy skills</li> <li>Some experience of whole school budgeting</li> </ul>		<ul style="list-style-type: none"> <li>Letter</li> <li>Interview</li> </ul>
Other	<ul style="list-style-type: none"> <li>Excellent references</li> <li>An ability to fulfil all spoken aspects of the role with confidence through the medium of English</li> </ul>		<ul style="list-style-type: none"> <li>Interview</li> </ul>