

**Person Specification**  
**Eccleston Mere Primary School**  
**Headteacher**

***The applicant will be required to safeguard and promote the welfare of children and young people***

**Note: Candidates failing to meet any of the essential criteria will automatically be excluded**

**[A] Qualifications**

	<b>E/D</b>	<b>A/I</b>
Qualified Teacher Status	<b>E</b>	<b>A</b>
Degree	<b>E</b>	<b>A</b>
Meets the requirements re: the National Professional Qualification for Headship	<b>D</b>	<b>A</b>
Professional Development in preparation for Headship	<b>E</b>	<b>A</b>
Teaching Experience: Proven effective teaching experience in one or more primary phases	<b>E</b>	<b>A</b>
Proven effective teaching experience across the primary phase	<b>D</b>	<b>A</b>

**(B) Knowledge**

	<b>E/D</b>	<b>A/I/T</b>
A comprehensive understanding of what constitutes effective teaching and learning across all primary key stages	<b>E</b>	<b>A/I</b>
Knowledge of current developments relating to the curriculum and assessment at relevant key stages	<b>E</b>	<b>A/I</b>
An understanding of how data can be used to improve performance	<b>E</b>	<b>I/T</b>
A complete understanding of the school improvement cycle and the importance of monitoring and evaluation	<b>E</b>	<b>A/I</b>
An understanding of and commitment to meeting the needs of all learners with particular regard to inclusive practice	<b>E</b>	<b>A/I</b>
A clear understanding of the teaching needs of SEN pupils and their teaching staff	<b>E</b>	<b>A/I</b>
Recognition of the importance of strategic financial planning and the principles of best practice in relation to budgetary management	<b>E</b>	<b>A/I</b>

**(C) Skills abilities and competencies**

	<b>E/D</b>	<b>A/I</b>
Demonstrate understanding of the principals of safeguarding and the importance of keeping our pupils safe	<b>E</b>	<b>A/I</b>
Demonstrate visionary leadership to inspire, challenge, motivate and empower teams and individuals to achieve high goals	<b>E</b>	<b>A/I</b>
Excellent and proven leadership skills	<b>E</b>	<b>A/I</b>

Outstanding communicator to all stakeholders	E	I
Build and maintain quality relationships through interpersonal skills and effective communication with pupils, staff and the wider school community	E	A/I
The ability to embrace, manage and facilitate change	E	A/I
Foster and develop a caring, nurturing and a child centred ethos	E	A/I
Think analytically and creatively and demonstrate initiative in solving problems	E	I/T
Demonstrate a proven ability to lead school improvement and raise standards	E	A/I
The ability to manage resources effectively in order to ensure value for money and quality school effectiveness whilst ensuring statutory procedures are met	E	A/I
An ability to fulfil all spoken aspects of the role with confidence through the medium of English	E	I
The ability to sustain a proactive ethos within the school's growing community	E	A/I

### (D) Experience

	E/D	A/I
Significant strategic leadership experience at a minimum of Deputy or Assistant Headteacher level	E	A/I
Experience of leading on SEN	D	A/I
Experience of bringing about significant improvement in the quality of learning and teaching in a school and maintaining the highest standards	E	A/I
Supporting staff in their professional/personal development including appraisal	E	A/I
Experience of managing and resolving challenging situations	E	A/I

### (E) Special Attributes

	E/D	A/I
Inspirational and Innovative	E	A/I
Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others	E	A/I/R
Be approachable with a visible presence	E	I
Passionate about teaching and learning	E	A/I/

### (F) Application Form and Supporting Statement

Please provide a written statement of no more than 1,300 words detailing why you believe your experience, skills, personal qualities, training and/or education are relevant to your suitability for the post advertised and how you meet the person specification. The form must be fully completed and legible.

### (G) Confidential References and Reports

Positive recommendation from all referees, including current employer one of which must be from your LA/Academy Trust	E
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A – Application Form

I – Interview