

Willow Tree Primary School
Head Teacher
Person Specification

Knowledge	E = Essential D = Desirable	Identified by: Application form (A) Interview (I)
To have up to date and relevant knowledge that will enable effective teaching and learning	E	A/I
Knowledge of current developments relating to the curriculum and assessment at relevant Key Stages and an understanding of how data can be used to improve performance	E	A/I
Knowledge and understanding of how individual pupils needs are met paying due regard to inclusive practice	E	A/I
Skills and Abilities	E = Essential D = Desirable	Identified by
Excellent and proven leadership skills	E	A/I
Effective interpersonal skills with pupils, staff parents governors and other partners	E	A/I
Proven ability to lead school improvement and effectiveness	E	A/I
A vision to create and develop on ethos that meets, or even exceeds, the aspirations of pupils, staff parents and governors	E	A/I
The ability to manage resources effectively in order to ensure value for money and quality school effectiveness	E	A/I
Effectively embrace, manage and facilitate change particularly in the face of challenging circumstances	E	A/I
Experience	E = Essential D = Desirable	Identified by
Relevant and proven experience of teaching pupils in the primary age range	E	A
Experience as a Deputy or Assistant head teacher	E	A
Evidence of leading and involving parents and the local community as partners in education	E	A/I
Experience of supporting staff in their personal/professional development including appraisal	E	A/I
Experience of managing budgets	E	A/I
Experience of leading a school in challenging circumstances	D	A/I
Qualification	E = Essential D = Desirable	Identified by
Qualified teacher status	E	A
To have or be working towards NPQH qualification	D	A

Personal Qualities required of the Candidate	E = Essential D = Desirable	Identified by
Inspirational	E	A/I
Adaptable	E	A/I
References	E = Essential D = Desirable	
Positive recommendation from all referees, including current employer.	E	
A supportive reference from the Local Authority	E	

Application Form and Supporting Statement

The form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post and no more than 4 sides of A4 paper font size 11, and related to the specific post.