



## Person Specification – Headteacher at Pennine Way Primary School

Criteria will be assessed at one or more stages; application (A), interview (I) and references (R), as stated below.

	Essential	Desirable	Assessed by
<b>Qualifications</b>			
Qualified teacher status	•		A
Evidence of continuing and relevant professional development relating to school leadership, management and curriculum development	•		AI
Attainment of a relevant qualification (NPQH) or the willingness to undertake a relevant leadership qualification	•		AI
National SENCO award or willingness to undertake the qualification within 3 months of appointment		•	AI
<b>Key skills and experience</b>			
Leadership and management in a school	•		AIR
Outstanding communication skills with a range of audiences in a variety of styles	•		AI
Proven ability to prioritise under pressure, meet deadlines & plan strategically, for both self & others	•		AI
Understanding of strategies for raising standards of achievement for all groups of pupils	•		AI
Teaching in a school for a minimum of 5 years	•		AIR
Knowledge and experience of working productively with the governing board and an understanding of its statutory duties	•		AI
Proven knowledge and understanding of a delegated budget	•		AI
Understanding the challenges of a large primary school	•		AI
Ability to manage a delegated budget		•	
Experience of teaching across one or more key stages including Early Years Foundation Stage		•	AI
<b>Safeguarding and promoting the welfare of pupils</b>			
Absolute commitment to ensuring the safety and well-being of pupils	•		AIR
Ability to build a culture where children feel confident that their concerns will be listened to and acted upon	•		AIR
Working with other agencies for the well-being of all pupils and their families	•		AI
Designated or Deputy Designated Safeguarding Lead with willingness to undertake L3 safeguarding training within 3 months of appointment		•	AI
<b>Qualities and knowledge</b>			
Experience of curriculum development	•		AI
Evidence of a commitment to CPD in order to sustain up-to-date knowledge and understanding of education	•		AIR
Excellent organisational skills which maintain the smooth running of the school whilst maintaining a focus on the long term vision	•		AI
Proven ability to lead by example and create a shared commitment and responsibility to the school through teamwork, distributed leadership and personal reflection	•		AIR
Proven experience of managing people, and acting on any associated issues and valuing excellent practice	•		AIR
Ability to maintain appropriate and positive relationships with parents/carers, staff, governors, the LA, other schools and the wider community at all times	•		AIR
<b>Leading and managing pupils, staff and school self improvement</b>			
Evidence of current knowledge and understanding of local, national and global education and a proven commitment to high quality training and ongoing professional development for all staff	•		AIR
Experience of setting and achieving challenging goals and targets for staff and pupils so as to impact positively on pupil outcomes	•		AI
Proven experience of building mutually beneficial and supportive relationships with other schools, agencies and groups to enhance opportunities for staff and pupils so as to secure excellent pupil outcomes		•	AI