

# PERSON SPECIFICATION

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**Job title** Head Teacher  
**Grade:** Leadership scale ISR L29-L35  
**Responsible to:** Chair of Governors

**Person Specification: When completing your application form please explain clearly and succinctly how you meet the criteria in the table below. The interview and selection process will include assessment on the criteria using the methods below:**

- **Application form**
- **Formal interviews conducted over the 2 days**
- **Warner Interview**
- **Presentation / Project task**
- **Analysis of School data**
- **Time with the School Council**

	Criteria
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Qualified to Degree level and hold Qualified Teacher Status.</li><li>• National Professional Qualification for Headship (NPQH) and/or additional relevant post graduate education in the field of education or social work would be advantageous but not essential.</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• A natural leader with the ability to influence others and make independent decisions. Open to change and willing to embrace when necessary specific ways of working or strategic plans that enhance individual student success. Vigilant and rigorous in promoting good practice with the school at all times</li><li>• An engaging and social personality with the ability to communicate effectively both internally within the school and externally with key organisations. Able to represent and lead the school in a positive way.</li><li>• Able to make objectively based strategic decisions utilising all data available. Demonstrating sound decision-making ability particularly with regard to long term goals and vision for the school.</li><li>• Well organised and self-disciplined with the ability to follow and ensure that procedures and standards are upheld. Driven to ensure the school delivers a top level of education but flexible to students needs thus allowing them to achieve the very best they can and meet their full potential.</li><li>• Able to work well under pressure and within a changing environment. Confident and able to maintain a calm demeanour. Vigilant and able to form trusting relationships with staff, students and other organisations. Driven to succeed.</li></ul>

	<ul style="list-style-type: none"> <li>Someone who is able to recognise when staff or pupils need support particularly around managing challenging behaviours.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience as a Head, Deputy or Senior Leader within an education setting (within a special education setting is preferable)</li> <li>Experience working with children with complex social, emotional and mental health needs.</li> <li>Experience leading school improvement and engaging a range of stakeholders including Ofsted or other regulatory bodies</li> <li>Experience Teaching to a high standard, preferably within specialist education setting</li> </ul>
<b>Professional knowledge</b>	<ul style="list-style-type: none"> <li>Understanding of high-quality teaching, and the ability to model this for others and support others to improve</li> <li>Understanding of curriculum planning aligned to school aims and student needs and ambitions</li> <li>In-depth knowledge of Safeguarding and child protection systems, processes and arrangements</li> <li>Working knowledge of SEND Code of Practice</li> <li>Understanding of therapeutic education theory and practice</li> <li>Strong understanding of local, regional and national policy environment</li> <li>Understanding of Ofsted Inspection Framework</li> <li>Knowledge of health &amp; safety requirements within specialist education setting</li> <li>Recognises the unique and special structures within a Complex Needs School and the need for distributed leadership.</li> </ul>
<b>Professional skills</b>	<ul style="list-style-type: none"> <li>Knowledge and understanding of strategic and school improvement planning including monitoring and review</li> <li>Demonstrate skills in terms of clear communication with all key stakeholders, giving regard to the different methods of communication used within the School</li> <li>Working knowledge of ICT Systems and practices to enhance outcomes for pupils and to support with efficient ways of working</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Experience of leading and organising an education setting such as ours with regard given to the large number of staff and professional bodies linked to and working for the School</li><li>• Positive People Management with a view on developing and support all staff to be the best they possibly can</li></ul> |
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