

Head of School Person Specification
Maylandsea Primary School - Part of the Eveleigh LINK Academy Trust



Enjoy and Achieve'

The following outlines the key skills and experience we are looking for in the Head of School at Maylandsea Primary School and our selection decision will be based on the criteria detailed within this document. The selection panel will assess candidates against the criteria, expecting candidates to demonstrate knowledge and understanding of each area and show evidence of having applied, or an awareness of how to apply, this knowledge and understanding in the school context.

Please ensure when completing your application that you address the relevant criteria as indicated below in the method of the assessment column. As appropriate your responses should include your role, the actions and decisions you took and the outcome or impact of your involvement. The supporting statement should be no more than three pages long.

We expect our new Head of School to:

- Be passionate about and committed to collaborative working with the Executive Headteacher, colleagues across our MAT, governors, trustees, teachers and support staff
- Have high expectations for their own performance, the performance of all staff and the progress and attainment of all our pupils
- Possess skills in developing others, especially through coaching, mentoring and a commitment to continual professional development of self and others
- Be open to learning, developing and improving their own skills in this senior role.
- Be outward-looking, energetic, friendly, supportive and appropriately challenging and able to accept professional challenge
- Demonstrate effective leadership, managerial and organizational skills and have a track record of improving outcomes for pupils
- Show accurate judgements about the quality of learning in lessons and pupils' books and deliver clear feedback to teachers on strengths and weaknesses.

	Essential Requirements for a Head of School	Form of Assessment
QUALIFICATIONS AND EXPERIENCE		
1	Qualified Teacher Status.	Application Form
2	Further relevant professional/academic study and evidence of continuous professional development. NPQH or firm commitment to undertake.	Application Form
3	At least three years of proven strong, successful senior leadership and management experience in a primary school with demonstrable impact.	Application Form & Interview/Assessment
SHAPING THE FUTURE		
4	The ability to share and deliver strategic thinking and play a key role in helping to develop, build on and communicate a shared vision and strategic plan which inspires and motivates the whole school community.	Application Form & Interview/Assessment
5	Evidence of successfully implementing, managing and evaluating change in a collaborative and sensitive way.	Application Form & Interview/Assessment
6	The ability to make a strong contribution to the delivery of continuous school improvement.	Application Form & Interview/Assessment
7	A clear understanding of and enthusiasm for current issues in education and evidence of embracing, implementing and embedding new approaches/technologies which are relevant to teaching and learning.	Application Form & Interview/Assessment

PUPILS AND STAFF		
8	Evidence of raising standards that have impacted positively on pupil attainment and teaching and learning.	Application Form & Interview/Assessment
9	Significant experience in evaluating and using data to plan and improve pupil performance.	Interview/Assessment
10	A clear understanding of what makes good and outstanding teaching and the ability to promote a culture where striving for outstanding teaching and learning is central to the school's work.	Interview/Assessment
11	A commitment to valuing, supporting and encouraging the professional development of all staff members.	Interview/Assessment
SYSTEMS AND PROCESSES		
12	An understanding of whole community accountability systems and helping to implement and maintain them. Alongside other leaders, combine data from a range of sources in order to maximise the achievement of children.	Interview/Assessment
13	Strong financial planning and management skills, with experience of making effective use of resources including the Pupil Premium.	Interview/Assessment

14	A clear understanding of and commitment to promoting and safeguarding the welfare of children.	Application Form & Interview/Assessment
STRENGTHENING COMMUNITY		
15	Evidence of building and nurturing a strong, positive and collaborative team culture that enables all staff to carry out their respective roles to the highest standard and for all staff to work effectively together to deliver school improvement.	Application Form & Interview/Assessment
16	A commitment to building and maintaining effective and positive relationships with parents, carers, governors, the wider community and other schools.	Interview/Assessment
PERSONAL QUALITIES		
17	Can inspire and influence others, within and beyond the school, to believe in the fundamental importance and value of education in young children's lives.	Interview/Assessment
18	Excellent communication skills and proven ability to listen to, understand and work effectively with all children, staff, governors and parents.	Application Form & Interview/Assessment
19	The ability to foster an open, transparent and equitable culture and deal effectively with difficult conversations and conflict at every level.	Application Form & Interview/Assessment