

Person Specification for Executive Headteacher for the Federation between Leck St Peter's and Hornby St Margaret's Church of England Primary Schools Lune Valley Federation

<i>The applicant will be required to safeguard and promote the welfare of children and young people</i>
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Selection decisions will be based on the criteria below. At each stage of the process an assessment will be made by the appointment panel to determine the extent to which the criteria have been met and the ability to fulfil the job description for the post.

Candidates failing to meet any of the essential criteria will automatically be excluded at any stage of the process.

The appointing panel will use a combination of assessment tools to determine each candidate's suitability and the extent to which the criteria have been met. These assessment tools include (but are not limited to) the application form, supporting statement, information gathered during the interview process and references.

[A] Faith Commitment

		Essential/ Desirable
1.	Regular involvement in a church in membership of Churches Together in England, The Evangelical Alliance or North West Gospel Partnership. <i>(This requires evidence of current church involvement and a clear indication of the applicant's beliefs in relation to a Church school)</i>	E

To be able to demonstrate their knowledge and understanding of the following in the context of a Church school.

		Essential/ Desirable
2.	Strategic thinking and planning that builds, communicates and carries forward a coherent and shared Christian vision for both schools	E
3.	Ways to ensure that the Christian vision enables the flourishing of pupils and adults within the schools and their communities	E
4.	Leading school worship	E
5.	Ways of developing the effectiveness of religious education and the impact of collective worship	E
6.	How relationships should be fostered and developed between each school, their local Church and its community and Diocese of Blackburn	E
7.	Ways of leading the spiritual development of all the school community within each school	E

[B] Qualifications

	Qualification requirements	Essential/ Desirable
8.	Qualified teacher status	E
9.	Degree	E

[C] Professional Development

Approved for use in Church Schools by Board of Education Nov 2020

		Essential/ Desirable
10.	Evidence of recent and appropriate professional development for the role of Headteacher (for a first time head) Or Evidence of ongoing leadership and management professional development (if a serving head)	E
11.	Up to date safeguarding training and knowledge of legislation for the protection of young people	E

[D] School leadership and management knowledge and experience

		Essential/ Desirable
12.	Successful leadership as a Headteacher OR Deputy Headteacher OR Assistant Headteacher OR Acting Headteacher	E
13.	An understanding of leadership in small schools	D
14.	Evidence of successfully leading school improvement	E
15.	Evidence of the application of strategies to review, evaluate and improve teaching and learning	E
16.	Experience of leading curriculum development	E
17.	Experience of monitoring quality of teaching and learning	E
18.	Experience of effective budget management and financial analysis	D
19.	An understanding of strategic financial planning in relation to its contribution to school improvement and pupil achievement	E
20.	The ability to provide support and advice to the Governing Board to enable it to meet its responsibilities	E
21.	To have had experience of guiding, mentoring or training individuals or teams	E
22.	Maintains good awareness of current national education policy and strategy	E

[E] Experience and knowledge of teaching

		Essential/ Desirable
23.	Proven excellence in teaching pupils in the primary phase	E
24.	To have a working and current knowledge and understanding of all 3 Key Stages in the primary phase	E
25.	Understanding of teaching and learning within mixed age classes	E
26.	Experience of teaching mixed age classes	D
27.	Can effectively analyse school data and identify appropriate actions which then form part of the school improvement plan	E
28.	Commitment to ensuring inclusion and addressing diversity positively	E
29.	A sound understanding of how children learn, how teachers can best teach and how to raise achievement for all pupils	E

[F] Professional Attributes

		Essential/ Desirable
30.	Effective behaviour management skills	E
31.	An ability to communicate effectively, both orally and in writing, with a range of audiences	E
32.	To be a leader of learning; demonstrating, promoting and encouraging excellent classroom practice	E
33.	A commitment to the professional development for all staff, and self	E
34.	Have a good commitment to sustaining regular attendance at work	E
35.	To be able to assess and balance risks and opportunities	E
36.	An ability to engage and work collaboratively with parents and carers.	E
37.	The ability to plan, prioritise and organise self and others	E
38.	A commitment to the well being of all staff, pupils and self	E

[G] Personal Qualities

		Essential/ Desirable
39.	A passion for achieving the very best outcomes for all children	E
40.	A clear vision for innovative, progressive and forward thinking schools	E
41.	The ability to explore, build, create and then communicate a clear vision for the two schools	E
42.	The capacity to provide inspirational, enthusiastic and innovative educational leadership	E
43.	A caring and considerate attitude towards children, which values each child's potential and recognises each child as an individual.	E
44.	The capacity to recognise strengths in others and promote effective teamwork	E
45.	Flexibility, initiative and personal ability to maintain a positive attitude and to perform effectively under pressure	E
46.	An ability to establish effective working relationships with a wide and diverse range of people including pupils, parents, Governors, colleagues, other professionals and wider community	E
47.	The ability to inspire confidence	E
48.	Excellent interpersonal skills	E
49.	Think analytically and creatively and demonstrate initiative in solving problems	E
50.	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

[H] Safeguarding

		Essential/ Desirable
51.	Displays commitment to the protection and safeguarding of children and young people	E
52.	The ability to form and maintain appropriate relationships and personal boundaries with young people	E
53.	Has up to date knowledge and understanding of relevant legislation and guidance in relation to working with and protection of children and young people	E
54.	Will co-operate and work with relevant agencies to protect young people	E

[I] Professional Skills

Each candidate will be expected to demonstrate knowledge and understanding of the Headteachers' Standards 2020 which also form the basis of the Job Description. Candidates will be expected to show evidence of having applied this knowledge and understanding in their current setting as well as an awareness of how this will be applied in the Federation of Leck St Peter's and Hornby St Margaret's Church of England Primary Schools – Lune Valley Federation

[J] Confidential References and Reports

	Positive and supportive faith reference from the priest/minister where the applicant regularly worships <i>Candidates who do not use their Parish priest/minister must give an explanation in the letter of application</i>	E
	Positive recommendation from all referees, including current employer	E

[K] 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.