



The Community of Saints Church of England Federation

Head of School Person Spec – St Philip's C of E Primary School Leadership Pay Scale: L12 to L17

CRITERIA	QUALITIES
Qualifications and training	 Essential: Qualified teacher Degree Desirable: NPQH or further professional qualification
Experience	 Essential: Evidence of successful leadership experience in the primary sector Evidence of driving improvements at a whole-school level Successful high quality teaching experience within the EYFS/Primary age range Desirable: Advanced Skills/Leading Practitioner status
Strategic Leadership	 Essential: Ability to provide clear educational vision and direction Ability to inspire and motivate all stakeholders Evidence of developing effective strategies for school improvement High level of involvement with school improvement planning High level involvement in monitoring and evaluation procedures leading to clear impact Ability to work in partnership with senior leaders and governors Ability to set challenging targets for children and staff Ability to analyse and use pupil data on attainment and progress to raise standards Understand the principles of effective teaching and learning





Leading Learning and Teaching

Essential:

- Successful experience of monitoring, evaluating and improving the quality of teaching and learning
- > Understanding the role and impact of assessment in children's learning
- Secure knowledge of statutory requirements relating to curriculum and assessment
- > Experience of leading curriculum innovation
- > Successful experience of developing effective learning behaviours

Leading and Managing the Organisation

Essential:

- ➤ Ability to lead, manage and motivate across the school community
- ➤ Ability to establish positive working relationships
- ➤ Ability to plan, allocate, delegate, support and evaluate work undertaken by individuals and teams
- ➤ Successful experience of identifying the need for, and leading, in-service training
- Significant experience of taking a lead role in performance management of staff
- ➤ Experience of dealing with staff when performance gives cause for concern
- > Successful experience of managing budgets
- ➤ Ability to manage, monitor and review available resources, ensuring value for money

Desirable:

- Experience of working with Governors
- > Budgetary management at whole school level
- Experience of recruiting and deploying staff

Personal qualities

Essential:

- > Strong commitment to raising standards
- > High expectations of self and others
- Ability to establish and maintain positive relationships, including with parents
- ➤ Ability to remain positive and enthusiastic, including when under pressure
- ➤ Good communication skills
- Empathy with children