



HEAD TEACHER PERSON SPECIFICATION

Innovate Focus Achieve

Baldon School

Candidates must address all of the person specification in their application.

[A] TRAINING AND QUALIFICATIONS

	Essential	Desirable	Source A- application I - interview R – references C - Certificates
Qualified teacher status	✓		A
Degree	✓		A-C
Higher degree		✓	A-C
Post-entry curriculum or management qualification		✓	A-C
National Professional Qualification for Headship		✓	A-C
Recent participation in a range of relevant In-service training	✓		A-R

[B] EXPERIENCE OF TEACHING AND SCHOOL LEADERSHIP

	Essential	Desirable	Source
Substantial, successful, recent leadership experience at head teacher level in a secondary school		✓	A
Substantial, successful, recent leadership experience at assistant head or above in a secondary school	✓		A-R
A recent proven track record of raising standards and improving teaching	✓		A-I-R
Recent substantial, successful experience of teaching pupils, of all abilities, in two relevant Key Stages (3, 4 and 5)	✓		A-I
Evidence of working with a variety of stakeholders	✓		A-I
Experience of successful change management in a secondary school environment	✓		A -I-R
A proven track record of creating high performing teams	✓		A -I-R
Experience of effective use of data to inform the SDP and raise standards	✓		A-I

[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants must be able to demonstrate a good knowledge and understanding of the following areas relevant to secondary education.

	Essential	Desirable	Source
Students' educational development	✓		A-I-R
Curriculum and assessment, including subjects and cross curricular aspects	✓		A-I
Effective teaching and learning strategies	✓		A-I
School improvement strategies, including rigorous self-evaluation	✓		A-I-R
Local and national policies, priorities and statutory frameworks	✓		I
Role of Governing Board	✓		I
Knowledge and experience of financial management and planning		✓	A-I
A knowledge and understanding of Safeguarding procedures	✓		A-I

[D] PERSONAL SKILLS AND ABILITIES

Applicants must be able to provide evidence that they have the necessary personal skills and abilities required for the post:

	Essential	Desirable	Source
Clear ability to positively promote and raise the profile of the school within the local area	✓		I-R
Excellent communication and interpersonal skills for leadership and management	✓		I-R
Clear vision and the ability to innovate	✓		I-R
Drive, determination and strength of character	✓		I-R
Positive role model to staff and students	✓		I-R
Ability to inspire all staff and maintain high morale,	✓		I-R
Ability to address problems and manage conflict	✓		I-R

[E] OTHER REQUIREMENTS

	Essential	Desirable	Source
Application forms should be completed in full	✓		A
Personal statements within the application form should be clear and concise and not more than 3 sides of A4 with a font size of Arial 12	✓		A
Should address the criteria identified in the person specification	✓		A
Entitlement to work in the UK	✓		A

Please note that CV and other supporting letters will not be considered.

[F] CONFIDENTIAL REFERENCES AND REPORTS

	Essential		
Written references only:			
Confirming professional & personal knowledge, skills & abilities referred to above	✓		
Positive recommendation from current employer	✓		