



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

HEAD TEACHER - PERSON SPECIFICATION

BEDE BURN PRIMARY SCHOOL

[A] TRAINING AND QUALIFICATIONS

	Essential	Desirable	Source A- application I - interview R - references P - presentation T - task observation C - certificates Q - question
Qualified teacher status	✓		A,C
Degree	✓		A,C
Recent and relevant evidence of continuous professional development relating to school leadership, management, teaching and learning	✓		A,I,C

[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT

Applicants should be able to provide evidence that they have the necessary skills and abilities required by the post.

	Essential	Desirable	
Current leadership experience at Assistant head level, Deputy head level or Head Teacher level	✓		A,I,R
Recent experience of successfully leading and managing a whole school initiative within the primary phase	✓		A,I,R
Significant experience working in the primary phase (minimum 5 years)	✓		A,I,R
Proven track record of improving standards	✓		A,I,R,T
Experience of monitoring and evaluating performance to contribute to the school self-evaluation	✓		A,I,R
Experience of curriculum design and management	✓		A,I,R
Recent experience as an outstanding classroom practitioner	✓		A,I,R
Experience of using school data to evaluate progress, and set targets for improvement	✓		A,I,R
Secure understanding of safeguarding requirements	✓		A, I, R
Experience of working with a range of external agencies		✓	A, I, R

Recent: within the last 3 years

[C] PERSONAL SKILLS AND ABILITIES

Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post.

	Essential	Desirable	
Ability to positively promote and raise the profile of the school within the local area	✓		I,Q
Ability to work with local schools and the community	✓		I,Q
Excellent communication skills for leadership and management	✓		A,I
Excellent interpersonal skills	✓		I
Excellent ICT skills	✓		A,I,R
Clear vision and the ability to innovate	✓		I
Motivation and enthusiasm	✓		I
Positive role model to staff, students, parents and carers	✓		I,R
Ability to inspire, support and if appropriate challenge all staff and maintain high morale, promoting trust and team building	✓		I,R
The ability to be a reflective practitioner	✓		I,R

[D] PROFESSIONAL SKILLS, KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the specific phase.

	Essential	Desirable	Source
Knowledge and understanding of strategic financial planning, budget management and the principles of best value		✓	A,I,R
Think strategically, make effective decisions and communicate clearly at all levels	✓		A,I,R
Curriculum and assessment, including subjects and cross-curricular aspects	✓		A,I,R
Effective teaching and learning strategies	✓		A,I,R
Local and national policies, priorities and statutory frameworks	✓		A,I,R
Role of the Governing Board	✓		A,I,R

[E] OTHER REQUIREMENTS

Application forms should be completed in full	✓		A
Personal statements within the application form should be no more than 3 sides of A4 and Ariel font size 11	✓		A
Should address the criteria identified in the person specification	✓		A

Please note: no CV's or additional information should be submitted other than that requested above, and will not be considered.

[F] CONFIDENTIAL REFERENCES AND REPORTS

	Essential
Two written references only (One from the most recent employer)	✓
References confirm professional & personal knowledge, skills & abilities referred to above	✓
Positive recommendation from current employer	✓
Satisfactory DBS	✓