



St Thomas Becket Catholic Primary School



Person Specification: Headteacher

INTRODUCTION: - The core purpose of the headteacher in St Thomas Becket Catholic Primary School is to provide leadership in the context of a community rooted in the Catholic faith. Therefore, it is an essential requirement the person appointed to the post has a strong, personal faith and recognises the opportunities and challenges facing the school as a part of the mission of the Church in education.

Applicants should pay attention to demonstrating their experience or ability to be able to meet the selected essential criteria highlighted in the following sections.

Key: E = Essential D = Desirable

FAITH COMMITMENT

A practising and committed Catholic	E
A secure understanding of the distinctive nature of the Catholic school	E
Ability to lead acts of worship in the school	E
Evidence of participation in parish or catholic community life	D

QUALIFICATIONS AND TRAINING

Qualified Teacher Status	E
Honours Graduate or equivalent	E
Evidence of continuing professional development including leadership	E
Qualification in Catholic teaching or leadership e.g. CCRS, MA in Catholic Education	D
<input type="checkbox"/> NPQH or Equivalent	D

EXPERIENCE / KNOWLEDGE

Proven successful track record of teaching in at least 2 key stage areas	E
Successful experience of senior leadership at assistant or deputy level or equivalent	E
Successful experience of leading one or more subject areas, key stages or whole school curriculum initiatives in the primary phase	E
Thorough knowledge and understanding of current educational issues	E
Experience of working in a Catholic school	D

STRATEGIC LEADERSHIP

Ability to articulate and share a vision for the Catholic school	E
Ability to inspire and motivate all in the school community	E
Evidence of successful strategies for planning, monitoring, reviewing and evaluating school improvement	E
Ability to analyse data, develop strategic plans, set targets and achieve desired outcomes	E

Understanding of the role of the Governing Body in the Catholic school	E
Ability to develop and maintain a positive culture of high expectation and performance	E
Understanding of and commitment to promoting the safeguarding and welfare of pupils	E

LEARNING AND TEACHING

A secure understanding of the statutory requirements for the primary curriculum and assessment.	E
Knowledge and experience of a range of successful learning and teaching strategies to meet pupils' needs	E
A secure understanding of assessment procedures and practices which enhance pupils' learning	E
Experience of effective monitoring and evaluation of learning and teaching	E
Experience of individual pupil tracking and monitoring to improve achievement including the use of new technology	E
Successful experience in creating an effective learning environment and developing and implementing policy and practice to ensure excellent pupil behaviour	E
The ability to be a role model for excellent teaching	E

LEADING AND MANAGING STAFF

Ability to build and support effective teams	E
Ability to delegate and support colleagues	E
Ability to embrace, lead and manage change effectively	E
Experience of performance management for staff and supporting continuing professional development relevant to the school and the individual	E
Understanding of budget planning, staff deployment and effective use of resources	E
A commitment to the pastoral care of staff	E
Experience of working collaboratively with governors in strategic areas	E
Involvement in staff recruitment, appointment and induction	E

ACCOUNTABILITY

Ability to communicate effectively in writing and orally to a range of audiences including pupils, parents, staff, directors, diocese and the media	E
Ability to produce clear reports, information and advice to all staff, governors, parents and the wider community	E
Ability to set clear targets and the means in which to achieve them	E

SKILLS, QUALITIES AND ABILITIES

High quality teaching skills	E
Unreserved commitment to the mission of the Catholic school	E
High expectation of pupils' learning and attainment	E
Ability to build and maintain good relationships	E
Ability to prioritise, meet deadlines and manage own time effectively	E
Ability to set clear targets and the means in which to achieve them	E
Good interpersonal skills	E