



St Dominic Catholic Primary School, Harpenden

Person specification

for

Head Teacher

If we live by truth and in love, we shall grow in Christ



Diocese of
Westminster

The selection panel will be looking for evidence that the candidate has demonstrated their ability to fulfil the following criteria.

	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> • Degree/teaching certificate and QTS • Positive recommendations in professional references • Hold the Catholic Certificate in Religious Studies or equivalent, or be willing to undertake it 	<ul style="list-style-type: none"> • NPQH or working towards
Experience	<ul style="list-style-type: none"> • Successful experience of senior leadership as Head Teacher, Deputy, or Assistant Head in a primary setting • Evidence of continuing commitment to professional development • Experience of leading change effectively and successfully • Understanding of a voluntary aided school • Experience of working effectively with all stakeholders including governors and school improvement partners • Evidence of driving improvement in teaching and learning 	<ul style="list-style-type: none"> • Experience of teaching in more than one school • Experience of teaching across the primary range • Experience of working with other schools and of sharing good practice • Experience of implementing a strategic plan across the whole school

Commitment to faith	<ul style="list-style-type: none"> • Passionate about Catholic Education • Practising and committed Catholic evidenced by reference from Parish Priest • Ability to enthuse, inspire, challenge and motivate the school community to achieve the aims of Catholic education, and promote the distinctive Catholic ethos • Understanding of the role of the school in the parishes and wider community • Knowledge and understanding of the Catholic curriculum • An understanding of the Section 48 inspection arrangements for Catholic Schools 	<ul style="list-style-type: none"> • Experience of leading acts of worship in a Catholic school • Knowledge of the Come and See Religious Education Scheme or equivalent • Experience of recruiting staff whilst understanding the needs of a Catholic school • Experience of developing the partnership between school, parish and local community
Personal qualities/skills	<ul style="list-style-type: none"> • Ability to communicate clearly with all stakeholders both orally and in writing • Ability to manage time well, work under pressure to deadlines, and deal with difficult situations • Effective ICT skills • Ability to delegate work and support colleagues in undertaking responsibilities • Ability to communicate and consult with, and provide clear information, to different stakeholders including parents and children 	
Safeguarding	<ul style="list-style-type: none"> • Demonstrate a complete understanding of Safeguarding to ensure full compliance with statutory guidance and procedures • Commitment to developing a strong and effective safeguarding culture 	<ul style="list-style-type: none"> • Experience of leading Safeguarding in a school
Leadership	<ul style="list-style-type: none"> • Ability to lead, motivate and manage staff • Ability to lead initiatives throughout the school 	<ul style="list-style-type: none"> • Experience of leading and implementing effective CPD for staff

	<ul style="list-style-type: none"> • Ability to provide clear educational vision and direction, leading by example • Ability to plan, allocate, support and evaluate work undertaken by groups and individuals • Experience of whole school self-evaluation and improvement strategies • Understands and welcomes the role of efficient Governance 	<ul style="list-style-type: none"> • Understanding and experience of effective performance management • Demonstrable success in managing change • Experience of working effectively with a Governing Body
Teaching and Learning	<ul style="list-style-type: none"> • Ability to create and maintain an environment and code of behaviour which promotes high quality teaching and learning • Secure up to date knowledge of statutory requirements relating to the curriculum and assessment • Understanding the principles of how to engage children through an exciting child centred curriculum • Knowledge of what constitutes quality in educational provision, and strategies for raising standards and achievement of all children including children with SEN • Successful experience of working with children of all abilities and working with other agencies to bring about change • Ability to set and achieve realistic targets for all children • A secure understanding of assessment strategies • Ability to collect, analyse and use data on pupils' progress to raise standards • Experience of promoting the personal, social, moral, cultural and spiritual development of pupils and British Values 	<ul style="list-style-type: none"> • Experience of nurturing the mental health and wellbeing of children and staff