

Person Specification

**Priory School
Year Leader**

You are asked to focus upon demonstrating the extent to which you meet each of the selection criteria when writing your personal statement which you will find on the last page of the application form. Candidates who are shortlisted for interview will also be required to demonstrate their ability to meet the remaining criteria outlined on this Person Specification during the selection process, with the exception of their qualifications. These will be evidenced from the application form and your production of any original relevant certificates at interview.

Key **E (Essential) D (Desirable) A (Application Form) I (Interview)**

	Qualifications	E	D	A	I
1	Qualified Teacher Status	✓		✓	
	Successful experience	E	D	A	I
2	To have demonstrable experience and robust knowledge of the National Curriculum and assessment	✓		✓	✓
3	Substantial relevant teaching experience	✓		✓	✓
4	Evidence of a wide range of continuing relevant professional development	✓			✓
5	Knowledge of school development, planning and implementing the vision to take the school forward	✓		✓	✓
6	Evidence of monitoring and evaluation strategies to raise the standards of the quality of teaching and learning and children's outcomes	✓		✓	✓
7	The ability to initiate, develop and implement policy and practice which reflects the school's commitment to high achievement and to achieve challenging professional targets/objectives	✓			✓
	Professional knowledge and understanding, skills and attributes	E	D	A	I
8	The capacity to effectively monitor and evaluate the quality of teaching and standard of pupils' achievement, and use effective benchmarks to set targets for improvement	✓			✓
9	The ability to build and lead teams efficiently and effectively using skills of motivation, delegation and time management	✓		✓	✓
10	To be able to judge when to make a decision, when to consult and when to defer to the Deputy Head Teacher	✓		✓	✓
11	The ability to prioritise own time effectively, work under pressure and to set and meet deadlines with a sense of balance and perspective	✓		✓	✓
12	Effective administrative and organisational skills	✓		✓	✓
13	The ability to apply an excellent knowledge of ICT for teaching and administration	✓			✓
14	An understanding of the implications of equal opportunities and inclusion issues and an understanding of safeguarding and promoting the welfare of children, and apply such understanding throughout one's professional practice	✓		✓	✓

15	An understanding and application of appropriate strategies for managing pupil's behaviour	✓		✓	✓
	Personal skills and attributes	E	D	A	I
16	Professional, neat and well-groomed personal appearance	✓		✓	✓
17	Leadership skills – lead and manage people to work towards common goals and use appropriate leadership styles in different situations as appropriate	✓		✓	✓
18	Solution focused skills – ability to investigate effectively, solve problems and make robust decisions	✓		✓	✓
19	Communication skills (both orally and in writing) – Ability to make points clearly and concisely and understand the views of all others, including colleagues and parents	✓		✓	✓
20	Ability to initiate and develop new ideas that impact effectively upon teaching and learning outcomes and pupil progress and successfully manage change	✓		✓	✓
21	A genuine motivation to secure the educational progress of pupils irrespective of their ability, or ethnic, cultural or social background	✓		✓	✓
22	Personal impact, self-confidence and presence that enables you to drive initiatives	✓			✓
23	Positive energy, determination and perseverance	✓			✓
24	An enthusiasm for and commitment for the involvement with pupils, parents, staff and Governors	✓			✓
25	Reliability and integrity	✓			✓
26	Recent participation in relevant professional development activities and a willingness to undertake other relevant training	✓		✓	✓
27	Maintain confidentiality, be discreet and handle sensitive information in accordance with Data Protection rules	✓			✓
28	Suitable to work with children. Be committed to and be able to actively demonstrate safeguarding and promoting the welfare of children. Demonstrate the ability to uphold public trust and confidence and maintain appropriate positive professional boundaries in relationships with both children and adults at all times	✓			✓
29	Successful Enhanced DBS status	✓			✓
30	Ability to process personal and sensitive data in line with the General Data Protection regulations (GDPR) 2018.	✓			✓