



QUEEN'S PARK ACADEMY

HEAD OF YEAR PERSON SPECIFICATION

QUALIFICATIONS

- Qualified Teacher
- Degree or good professional qualification
- Evidence of further professional development

KNOWLEDGE

- Sound understanding of Primary and EYFS education
- Sound understanding of assessment, recording and reporting
- Knowledge and understanding of current educational developments and legislation
- Sound knowledge, understanding and commitment of inclusion, multicultural issues and equal opportunities

EXPERIENCE

- Experience of managing for example, resources and budgets
- Experience of leadership subject or year group
- Evidence of innovation
- Extensive teaching experience
- Experience of short, medium and long term planning and liaison with colleagues as part of this process
- Experience of interpreting statistical information to inform planning
- Experience of school development planning (or ability to acquire through training)
- Experience of liaison with parents, staff and the wider school community

SKILLS

- Excellent verbal and written communication
- The ability to effectively use ICT as a management and communication tool
- The ability to think and plan strategically
- The ability to bring plans to fruition
- The ability to continuously review and evaluate progress
- The ability to analyse complex written information
- Good communication and interpersonal skills
- Ability to empower, inspire, motivate and enable staff through effective planning and delegation
- Outstanding classroom practitioner

QUALITIES

- Ability to give enthusiastic and clear leadership in a drive for excellence
- A commitment to high standards of pupil achievement and progress
- Ability to develop and maintain effective personal relationships with children, governors and staff, parents and the wider community
- Ability to handle the pace of change
- Good communicator and listener
- Flexibility, imagination, enthusiasm and a good sense of humour