

PERSON SPECIFICATION

Head of Year

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

	Essential	Desirable
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	*	

Authentic Education Is Committed to Providing A Safe, Supportive And Stimulating Environment For All Its Pupils Following Keeping Children Safe in Education Guidelines.

This Post is Exempt from the Rehabilitation of Offenders Act 1974