

# The Federation of Boldmere Schools

Cofield Road · Sutton Coldfield · B73 5SD

*Our Vision: The Federation of Boldmere Schools empowers all children to embrace learning; achieve their personal best; and build their social, emotional and physical wellbeing.*

## Junior Head of School - Person Specification

### Experience and Personal Development requirements.

1. Qualified Teacher Status. <b>E</b>
2. At least five years successful teaching experience. <b>E</b>
3. Teaching and leadership across the Primary age range, particularly KS2. <b>E</b>
4. Evidence of leading areas across the school effectively with proven impact. <b>E</b>
5. Experience of leading a Senior Leadership and Management Team. <b>E</b>
6. Evidence of training beyond QTS. <b>E</b>
7. Recent experience of Ofsted. <b>D</b>
8. Fully trained DSL. <b>E</b>
9. Safer Recruitment trained. <b>D</b>
10. Experience of managing successful before and after school provision. <b>D</b>
11. Evidence of working with outside agencies to benefit and support children. <b>E</b>
12. Evidence of ensuring there is a culture of high staff professionalism. <b>E</b>
13. No contra-indicators in regards safeguarding, health and safety or teaching and learning. <b>E</b>

### Leadership and Management

1. Evidence of leading and managing a team, demonstrating impact of leadership. <b>E</b>
2. Experience of contributing to SEF and SDP, along with whole school impact. <b>E</b>
3. Excellent motivating and coaching skills, bringing the best out of people including experience of appraisal. <b>E</b>
4. Experience of leading INSET. <b>E</b>
5. Experience of working with and reporting to governors. <b>E</b>
6. Awareness of budgetary responsibilities and effective use of school resources. <b>D</b>
7. To be able to contribute to the strategic overview and vision of the school. <b>E</b>
8. Experience of promoting positive and respectful relationships across the school community and a safe, orderly and inclusive environment. <b>E</b>
9. Evidence of effective collaboration to positively impact upon the quality of teaching and learning being delivered in the school and across the Federation. <b>E</b>

### Teaching and Learning

1. An excellent classroom practitioner, delivering good and outstanding curriculum provision across the whole school. <b>E</b>
2. Experience of leading and planning the organisation of the curriculum or subject area, ensuring there is a broad, structure and coherent curriculum entitlement. <b>E</b>
3. An understanding of the key elements of outstanding teaching and learning. <b>E</b>
4. An ability to establish and sustain high quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and learning strategies. <b>E</b>
5. An ability to use ICT effectively to impact positively upon the quality of teaching and learning. <b>E</b>
6. A track record of school improvement which has led to accelerated pupil progress and the implementation of effective strategies to close gaps. <b>E</b>
7. Ability to create a safe and stimulating whole school learning environment. <b>E</b>

8. Experience of creating a culture where pupils experience a positive and enriching school life. <b>E</b>
9. Knowledge of ensuring effective use is made of formative assessment. <b>D</b>
10. Experience of fulfilling statutory duties with regards to the SEND code of practice, so all SEND pupils achieve the best possible outcomes. <b>D</b>

## Knowledge and Skills

1. Knowledge of recent and the ever changing landscape of educational developments. <b>E</b>
2. Ability to analyse, interpret and use data effectively to formulate future action to ensure that pupils attainment and achievement is the best it can be. <b>E</b>
3. High expectations of behaviour and attendance. <b>E</b>
4. Ability to monitor teaching, learning, achievement and progress, tackling under performance quickly and effectively <b>E</b>
5. To demonstrate excellent understanding of all aspects of safeguarding and child protection as part of the duty of care. <b>E</b>

## Personal Qualities

1. Good communicator to all stakeholders, able to present clearly and succinctly <b>E</b>
2. Ability to evaluate and review own performance and the performance of others <b>E</b>
3. Strong organizational, administrative and time management skills, sense of urgency and agency <b>E</b>
4. Commitment, energy, creativity and a sense of humour <b>E</b>
5. An ability to be a team leader and team player and contribute to the strong ethos of the school <b>E</b>
6. Personal ambition, with self-motivation and drive <b>E</b>
7. Willingness to innovate and implement new strategies <b>E</b>
8. Ability to work in collaboration with others. <b>E</b>
9. Ability to work under pressure and to tight deadlines. <b>E</b>

**E** = Essential

**D** = Desirable

The Federation of Boldmere Schools:  
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