

**Anfield School  
Anfield International Kindergarten  
Anfield St. Bosco Koon Ying School  
Anfield International Kindergarten & Nursery**



**SEN Head of School Person Specification**

<b>Aspect Selection Activity</b>	<b>Essential</b>	<b>Desirable</b>
<p><b>Qualifications and Experience</b></p> <p><i>Application Form</i></p> <p><i>Written Reference</i></p>	<ul style="list-style-type: none"> <li>• NPQH awarded serving (if applicable)</li> <li>• Qualified Teacher Status (QTS)</li> <li>• Enhanced DBS clearance</li> <li>• Evidence of continued career development</li> <li>• Previous SEN Headship / SEN Senior Leadership experience</li> </ul>	<ul style="list-style-type: none"> <li>• Further advanced educational qualification</li> </ul>
<p><b>Shaping the Future</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Able to create a shared vision and strategic plan which inspires and motivates the school community</li> <li>• Is committed to supporting a Catholic ethos</li> <li>• Is alert to educational innovation and change</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with governors in developing successful improvement priorities</li> <li>• Proven success in a team leadership role</li> </ul>
<p><b>Leading Teaching and Learning</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Demonstrates the ability to set high expectations and develop a successful learning culture</li> <li>• Demonstrates very good teaching ability</li> <li>• Is able to secure high standards of behaviour and attendance</li> <li>• Comprehensive knowledge of EYFS and English National Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching across the age range</li> <li>• Clear understanding of SEN Code of Practice and experience of managing SEN</li> <li>• Successful experience of leading more than one curricular responsibility</li> </ul>

National Standards for Headteachers	Essential	Desirable
<p><b>Developing Self and Working with Others</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Able to participate actively in a professional learning community through developing effective relationships</li> <li>• Able to develop teachers to move from satisfactory to good</li> <li>• To be able to inspire and enthuse staff to take responsibility</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in recruiting staff</li> <li>• Manages own workload and that of others to allow an appropriate work/life balance</li> </ul>
<p><b>Managing the Organisation</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Able to organise all the schools resources to provide efficient, effective and safe learning environments</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of planning and managing premises improvement</li> <li>• Knowledge of managing and of taking financial responsibility for resources</li> </ul>
<p><b>Securing Accountability</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Welcomes accountability to a wide range of groups, particularly pupils, parents carers, School Board members and the EDB</li> <li>• Is able to work with the governing body to enable it to meet its responsibilities (by providing informative objective advice and support)</li> <li>• Understands and has experience of self-evaluation processes</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of OFSTED / CIS inspection at a senior level</li> </ul>
<p><b>Strengthening Community</b></p> <p><i>Letter of Application</i></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p>	<ul style="list-style-type: none"> <li>• Demonstrates a commitment to partnership and collaboration with others within the school and wider community</li> <li>• Experience of collaboration with other agencies</li> <li>• Has a commitment to partnership with parents and the community to raise standards by supporting the learning of children and helping to realise the distinctive vision and values of the school as a church school</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a school in challenging circumstances</li> </ul>
<p><b>Safeguarding children</b></p> <p><i>Formal Interview</i></p> <p><i>Selection Activity</i></p> <p><i>Written Reference</i></p>	<ul style="list-style-type: none"> <li>• Demonstrate commitment to safeguarding and promoting the welfare of children &amp; young people</li> <li>• Appropriate attitude to the use of authority and maintaining discipline</li> </ul>	<ul style="list-style-type: none"> <li>• Displays emotional resilience in working with challenging behaviours</li> </ul>