

LANGLEY HILL

INDEPENDENT SCHOOL

Job Description & Person Specification

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| POST TITLE | Principal |
| RESPONSIBLE TO: | Board |
| SCHOOL | Langley Hill Independent School |

Primary responsibility:

The Principal will provide highly effective leadership, organisation and management of the school to secure high quality education and care to all children and young people. This would include promoting their all-round development and seeking ways of continually improving achievement and well-being of all learners. The Principal will ensure that the people, organisational structures and resources within it are organised and managed to provide a safe, efficient, and stimulating learning environment. As an inspirational leader, the principal will deploy all available resources to build a first class and highly successful school through excellent collaboration between parents, pupils, staff and wider stakeholders.

Key Responsibilities:

- Be responsible for the overall leadership and management of the school to ensure an excellent standard of educational provision and well-being of pupils;
- Ensure the efficient running of the school by developing and maintaining effective whole school systems, practices and procedures to create an organisational culture which is embedded in the Trust's ethos and values;
- Build strong teams of highly motivated and aspirational teaching and support staff capable of establishing an exciting teaching and learning culture that nurtures high expectations and ambition amongst all children, young people and adults;
- Develop and implement highly effective self-evaluation processes that ensure continuous school improvement;
- Be an excellent practitioner and lead by example at all times by demonstrating consistent exemplary standards of personal and professional conduct, acting within the frameworks of agreed set of values, and statutory duties and responsibilities that set out their professional role, duties and responsibilities;
- Be responsible for promoting and safeguarding the welfare of children and young people within the school and instil an ethos of high expectations for behaviour and achievement of all pupils;
- Lead on developing respectful professional relationships amongst the school; community of children and adults to motivate and inspire high quality learning and professional contributions to educating children;
- Lead the staff to teach an inspiring school curriculum underpinned by the best Waldorf pedagogical principles to achieve highest standards of teaching and learning outcomes, including exemplary personal development and pupil behaviour;
- Assure the establishment of a strong vision and ethos for all through personalised

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- learning, mentoring and effective academic support systems;
- Imbibes the values of equality and high achievement for all;
- Recruit, develop, motivate, coach and mentor all staff to achieve the best outcomes for all pupils;
- Maintain strong working partnerships with the community, agencies, local schools, employers and stakeholders, including parents, families and the Governing Body;
- Ensure robust operational systems are in place that support the school's efficient functioning;
- Make a positive contribution to the overall direction and development of the school.

Vision and strategy:

- Vision aligned with the high aspirations and high expectations of self and others;
- Clear vision and understanding of how to implement and sustain high quality education;
- Strategically leading on all aspects of the school, such as curriculum, teaching and learning, professional development, administration, finance and communication;
- Clear vision and understanding of the strategies to establish consistently high standards of behaviour and commitment to relentlessly instilling these strategies;
- Excellent organisational skills and ability to delegate effectively;
- Able to effectively use data and performance information to challenge and support learning, and raise standards for all.

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PRINCIPAL – LANGLEY HILL

1. QUALIFICATIONS AND TRAINING

| Shortlisting Criteria | | Essential | Desirable |
|-----------------------|---|-----------|-----------|
| 1 | Qualified teacher status or equivalent | ✓ | |
| 2 | Degree | ✓ | |
| | Higher degree | | ✓ |
| | Management qualification | | ✓ |
| 3 | National Professional Qualification for Headship (NPQH) or equivalent | ✓ | |

2. TEACHING AND MANAGEMENT EXPERIENCE

| Shortlisting Criteria | | Essential | Desirable |
|-----------------------|--|-----------|-----------|
| | Leadership experience at head teacher level. | | ✓ |
| 1 | Leadership experience at deputy head level within a highly successful primary school | ✓ | |
| | Experience of management in a multi-professional environment required for post | | ✓ |
| 2 | Experience in more than one school | ✓ | |

3. PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

| Shortlisting Criteria | | Essential | Desirable |
|-----------------------|---|-----------|-----------|
| 1 | Educational development of primary and secondary aged pupils | ✓ | |
| 2 | School leadership and management | ✓ | |
| 3 | Excellent teaching and learning strategies to meet the diverse needs of all to achieve and enjoy learning | ✓ | |
| 4 | School improvement strategies | ✓ | |

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| 5 | Knowledge of Waldorf principles and pedagogy | ✓ | |
| 6 | Budget Management | ✓ | |
| 7 | Effective People Management | ✓ | |

4. PERSONAL SKILLS AND QUALITIES

| Shortlisting Criteria | | Essential | Desirable |
|-----------------------|--|-----------|-----------|
| | A very high standard should be demonstrated in the following | | |
| 1 | Genuine passion and a belief in the potential of every student | ✓ | |
| 2 | Ability to establish positive relationships with pupils and adults | ✓ | |
| 3 | Effective leadership style that encourages participation, innovation and confidence | ✓ | |
| 4 | Ability to lead, coach and motivate staff within a performance management framework, including professional development. | ✓ | |
| 5 | Ability to develop the leadership skills of others. | ✓ | |
| 6 | Strong interpersonal, written and oral communication skills | ✓ | |
| 7 | Accepts personal responsibility for their own actions | ✓ | |
| 8 | Resilience and motivation to lead the school through day-to-day challenges while maintaining a clear strategic vision and direction. | ✓ | |
| 9 | Ambition to continually improve standards and achieve excellence | ✓ | |
| 10 | Strong commitment and up to date knowledge of requirements to the safeguarding and welfare of all pupils and staff | ✓ | |
| 12 | Inspires confidence as an able leader and visionary educationist. | ✓ | |

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In addition to the above personal skills and qualities, you also need to be able to demonstrate that you have the following values: integrity; empathy; courage; gratitude; respect and self-discipline.