

Langley Hill Independent School

Job Description & Person Specification

POST TITLE	Principal
RESPONSIBLE TO:	The Board of Trustees
SCHOOL	Langley Hill Independent School

Primary responsibility:

The Principal will provide highly effective and visionary leadership, organisation and management of the school to secure high quality education and care to all children and young people. This includes promoting their all-round development and seeking ways of continually improving the ability for all children to achieve their full potential. The Principal will ensure that the people, organisational structures and resources within the school 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 built on the best Waldorf principles through excellent collaboration between parents, pupils, staff and wider stakeholders.

Key Responsibilities:

- Be responsible for leading the development of an outstanding school, built on the best of Waldorf principles and values, that provides the highest standard of education, care and well-being of its pupils;
- Embed high expectations of all pupils and staff to help them be the best they can.
- Ensure the efficient running of the school by developing and maintaining robust whole school systems, practices and procedures to create a safe organisational culture which is embedded in the school'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 to enthuse children and allow them to fulfil their potential, academically, physically, spiritually and emotionally.
- 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, diligence and aspirations of all pupils;

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- 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 based on the best Waldorf pedagogical principles to fulfil the potential for each child, including a focus on personal, emotional, spiritual, and physical development.
- Promote the equal importance of all areas of the curriculum and learning, including movement, arts, crafts and music in forming the education of the whole child;
- Assure the establishment of a strong vision and ethos for all through personalised learning, mentoring and effective academic and personalised support systems;
- Imbibe the values of equality for all and understand the needs of the whole child, regardless of academic ability, religion, ethnicity or class.
- Recruit, develop, motivate, coach and mentor all staff to achieve the best outcomes for all children;
- Maintain strong working partnerships with the community, agencies, local schools, employers and stakeholders, including parents, families and the Board of Trustees;
- 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 value placed on a holistic approach to education;
- Clear vision and understanding of how to implement and sustain high quality education within the Waldorf ethos for all children;
- Strategically leading on all aspects of the school, such as curriculum, teaching and learning, professional development, administration, finance and positive communication;
- Clear vision and understanding of the strategies to establish high standards of behaviour to enable children to grow into responsible citizens, along with the commitment to 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 / Leadership qualification		✓
4	National Professional Qualification for Headship (NPQH) or equivalent		✓
3	Qualification in Waldorf/Steiner Teacher Training		✓

2. TEACHING AND MANAGEMENT EXPERIENCE

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

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

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	✓	

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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	✓	
10	Strong commitment to 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.	✓	

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.