



HEADTEACHER APPOINTMENT – GUIDE TO THE LAW

Voluntary Controlled Schools

The Headteacher is the key figure in the school. **The governing body may take into account any candidate's fitness and ability to preserve and develop the religious character of the school.**

Candidates must meet the staff qualification requirements (currently Qualified Teacher Status, registration with the General Teaching Council, and (NPQH not statutory) achieved or ongoing for applicants for their first Headship.)

1. The LEA is the employer. The LEA determines employment policies. The governing body lead the process for making the appointment.
2. Full governing body must set up a selection panel of at least 3 governors.
3. The LEA has the right to attend all relevant meetings of the selection panel to offer professional advice. Only governors on the selection panel can vote.
4. Governors may accord advisory rights to the Diocesan Director of Education.
5. Selection panel must advertise vacancy throughout England and Wales.
6. Selection panel must provide LEA with details of any candidate selected for interview. If the LEA write to the selection panel about the unsuitability of any candidate within 7 days, the selection panel must consider the LEA's representations and if they still interview that candidate and wish to recommend that candidate to the governing body, the selection panel must respond to the LEA in writing and make the correspondence available to the governing body.
7. The selection panel interviews applicants shortlisted.
8. The governing body have a duty to consider the LEA advice before making a decision.
9. The full governing body must endorse the recommendation of the selection panel.
10. The LEA must appoint a candidate recommended by the selection panel
 - 10.a. If the recommendation is approved by the full governing body and
 - 10.b. Unless the candidate does not meet the staff qualification requirements.
11. If there is no recommendation to appoint, or the LEA decline to appoint the recommended candidate, governors may re-advertise the post or select another candidate from among those already interviewed.