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###### PERSON SPECIFICATION

**Job Title:** Assistant Head of Prep **-** Key Stage 2 Lead

**(Section / Unit if known)**

**Reporting To:** Senior Leader

**Methods of Assessment:** Application form, relevant observations and interview

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| **CRITERIA** | * 1. **ESSENTIAL** |
| **EXPERIENCE** | Experience of Key Stage 2  Experience of supporting and implementing an initiative or development in school. |
| **QUALIFICATIONS / TRAINING** | Degree with Qualified Teacher Status. |
| **KNOWLEDGE / SKILLS** | Good knowledge and understanding of the National Curriculum.  Have high expectations of pupils.  Engage and interest learners.  Effectively manage support staff.  Excellent classroom management and organisation inside and outdoors.  Ability to demonstrate a clear understanding of effective teaching  and learning and of assessment for learning strategies.  Understand the importance of assessment and record keeping to inform planning and to support children’s learning, making accurate and productive use of assessment.  Promote the school’s aims positively and use effective strategies to motivate pupils and colleagues.  Good professional relationships within a team.  Create a happy, challenging and effective learning environment.  Understand and be responsive to the needs of individual learners.  Excellent written and oral communication skills.  Excellent presentation and interpersonal skills.  Excellent time and task management skills. |
| **GENERAL** | A commitment to equality and diversity.  An understanding of safeguarding and child protection issues.  A commitment to, and participation in, the wider life of the school, including extra-curricular activities.  Adherence to the Staff Code of Conduct.  A willingness to work within the guidelines of agreed school policies.  A commitment to continued professional development |