



Person Specification / Selection Criteria for an Assistant Headteacher

The applicant will be required to safeguard and promote the welfare of children

Note: Candidates will need to demonstrate how they meet the essential criteria in the first instance.

A: Application

I: Interview

T: Teaching task

[A] Qualifications

Qualification requirements	Essential	Desirable
Qualified teacher status	A	
Degree or equivalent	A	
Has successfully undertaken appropriate Child Protection training	A	
Evidence of professional development for subject leadership	A / I	

[B] Experience

	Essential	Desirable
Experience of being a Deputy DSL		A / I
A recent proven track record of effective teaching	A / I	
Has experience of effectively leading and managing one or more major aspects of the school's provision, including curriculum area(s)	A / I	
Experience of teaching in KS1	A / I	
Has a proven track record of rigorously using evidence to raise attainment and accelerate progress	I	
Experience of carrying out appraisals and holding staff to account to their performance		A / I
Experience of working with governors, parents and / or the wider community		A / I

[C] Knowledge and Understanding

	Essential	Desirable
Knowledge of the KS1 National Curriculum, including phonics	A / I	
Experience of delivering Little Wandle Letters & Sounds phonics		A / I
To have had responsibility for policy development and implementation with strong impact	A	
A knowledge of and commitment to the safeguarding and welfare of children	A / I	
Ability to use information to set targets, identify and develop strategies to improve standards in own class	I	

[D] Professional Skills

Each candidate will be expected to demonstrate a knowledge and understanding of working within and towards the Teaching Standards which also form the basis of the Job Description

	Essential	Desirable
Ability to deal effectively and positively with a range of pupil behaviours and inclusively	I / T	
An outstanding ability to communicate effectively, both orally and in writing, with a range of audiences	A / I / T	
Motivate and influence staff and pupils, modelling and promoting the highest standards of teaching, learning and pupil discipline		

Ability to uphold and promote the ethos and values of the school	A / I / T	
Ability to work both individually and in teams	I	
Ability to prioritise and meet deadlines	A / I	
A commitment to maintaining confidentiality at all times	A / I	
Committed to developing own professional skills	A / I	

[E] Personal Attributes

	Essential	Desirable
Demonstrate high expectations of children at Bilton Infant School and how these could be met through an inclusive approach	I / T	
Relate well to pupils, staff and parents and care about their individual needs	T	
Able to adapt to changing circumstances and new ideas in a positive and creative manner	I	
Ability to deal with sensitive issues in a professional manner	I	
Ability to build professional relationships	I	
Well organised and able to meet deadlines	A / I / T	
Energy, enthusiasm and positivity	I	
Effective communication and interpersonal skills	A / I / T	

[F] Confidential References and Reports

Positive and unequivocal recommendation from all referees, including current employer	E
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[G] Application Form and Supporting Statement

The form must be fully completed, accurate and legible.

The supporting statement should be clear, concise and related to the specific post, and should be no longer than 2 sides of A4.