



ASSISTANT HEADTEACHER DATA AND ASSESSMENT PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ▪ QTS ▪ Degree level qualification (subject specific) ▪ Evidence of continuous professional development 	<ul style="list-style-type: none"> ▪ Professional development in preparation for a senior leadership role
Teaching	<ul style="list-style-type: none"> ▪ Able to teach full range of ability 11-16 ▪ Able to create an excellent climate for learning within teaching area ▪ Able to use a range of strategies to promote learning ▪ Able to manage and encourage good behaviour ▪ Able to develop positive and meaningful relationships with students ▪ Able to make appropriate use of ICT for learning ▪ Understanding of how to use data to inform planning and improve students' performance ▪ Understanding of a range of assessment for learning approaches, including grades where appropriate ▪ Able to communicate with students, parents and carers about student's progress ▪ Engaged with developments in teaching and learning strategies to raise achievement 	<ul style="list-style-type: none"> ▪ Able to teach full range of ability 11-18
Experience/knowledge	<ul style="list-style-type: none"> • Proven success in improving student outcomes • Demonstrable experience of successful line management that is both supportive and challenging 	



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	<ul style="list-style-type: none"> • Involvement in school self-evaluation and development planning • Competent in school data management systems. • Leading CPD • Appraising staff 	
Personal Skills and Qualities	<ul style="list-style-type: none"> ▪ A commitment to securing the best outcomes for all students and promoting the ethos and values of The Carlton Academy and The Redhill Academy Trust ▪ Ability to work under pressure and prioritise effectively ▪ Commitment to maintaining confidentiality at all times ▪ Commitment to safeguarding and equality ▪ Motivate others and adopt a positive approach to education ▪ Ability to develop others so that they are highly effective in their roles. ▪ Analytical ▪ Ability to work in high performing team, bringing new ideas and be a forward thinker ▪ Be reliable and act with Integrity ▪ Excellent organisational skills ▪ Be flexible in approach to learning ▪ Engagement in own continuous professional development 	<ul style="list-style-type: none"> ▪ Strategic Planning ▪ Motivational Skills



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Specialist skills and knowledge	<ul style="list-style-type: none">• Relentless focus on teaching, learning and assessment and the use of data to drive improvement• Using data analysis tools to identify trends and patterns to inform actions• Ability to work effectively as a member of a leadership team, to show initiative, imagination, vision and inspire others• Show knowledge of current education legislation, Ofsted framework, policy and practice in relation to assessment and exams changes.• Ability to support staff and students in maintaining high standards in a variety of ways• Ability to inspire, motivate and raise aspirations of students• Ability to communicate to a range of audiences using a variety of techniques	<ul style="list-style-type: none">• Experience of line management of exams officer and data manager• Experience of best practice in a wide of setting to inform strategic work to further improve outcomes• Experience in line management in both curriculum and pastoral areas