

Person Specification - Assistant Headteacher

Education and Qualifications	Criteria	Assessment
1. Qualified teacher status	E	A
2. Evidence of appropriate professional development	E	A
3. Further post-graduate qualifications	D	A
4. Current Designated Safeguarding Lead training	D	A
5. Current Safer Recruitment training	D	A
Experience	Criteria	Assessment
6. Teaching within the primary phase	E	A/I
7. Teaching a range of year groups within the primary phase	D	A/I
8. Working in a variety of different schools	D	A/I
9. Active membership of school leadership team	D	A/I
10. Strategic responsibilities in school leadership	D	A/I
11. Managing an area of curriculum development	E	A/I
12. Contribution to school development and improvement planning	E	A/I
13. Experience of leading and managing school staff	E	A/I
14. Leading an aspect of school development	D	A/I
15. Experience of working with governors	D	A/I
16. Experience of managing change effectively	D	A/I
17. Membership of governing body as a teaching representative	D	A/I
Knowledge and Understanding	Criteria	Assessment
18. The role of the leadership group within the school	E	I
19. Understanding of and a commitment to effectively promoting the safeguarding and welfare of children	E	A/I
20. Knowledge of current trends in education development	E	I
21. Knowledge of the primary curriculum including early years provision	E	I
22. The school's role in effectively providing for the needs of all children especially those with Special Educational Needs	E	A/I
23. Knowledge of the Ofsted inspection framework	E	A/I
24. The process and importance of school self-evaluation	E	A/I
25. Whole school issues and their implications for financial management	E	A/I
26. The interpretation of values-added information to determine pupil progress	E	A/I
27. Bench-marking tests on a local and national level	E	A/I
Skills	Criteria	Assessment
28. Evidence of vision and leadership in managing change to enhance and raise standards	E	A/I
29. Supporting the work of colleagues	E	A/I
30. Ability to listen and communicate effectively (both orally and in writing) to a range of audiences	E	A/I
31. Work effectively as a member of a team	E	A/I
32. Strong inter-personal skills in relating to children and adults	E	A/I
33. Calm and positive approach to behaviour management	E	A/I