

**Person Specification  
Assistant Headteacher**

| <b>Personal attributes required based on Job Description</b><br><i>Essential requirements are those without which an applicant will not be considered for appointment.</i>  | <b>Essential (E)<br/>or<br/>Desirable (D)<br/>Criteria</b> |
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| <b>Qualifications</b> <ol style="list-style-type: none"> <li>1. Qualified Teacher Status</li> <li>2. Qualified to degree level</li> <li>3. Relevant post-graduate qualification in education or leadership/management.</li> <li>4. National Award for Special Educational Needs Co-ordination, NASENCo (or equivalent) or a willingness to work towards</li> </ol>  | <p align="center">E<br/>E<br/>D<br/>E</p>                  |
| <b>Experience</b> <ol style="list-style-type: none"> <li>1. Recent experience as an Assistant Headteacher or a middle leader undertaking an additional teaching and learning responsibility with demonstrable impact in a secondary school.</li> <li>2. Track record of delivering and sustaining progressive improvements in achievement through the high-quality leadership</li> <li>3. Experience of implementing successful school-wide strategic projects that have supported school improvement objectives.</li> <li>4. Experience of successful and robust staff management.</li> <li>5. Demonstrable experience of teaching a broad ability range of students.</li> </ol>   | <p align="center">E<br/>E<br/>E<br/>D<br/>D</p>            |
| <b>Knowledge</b> <ol style="list-style-type: none"> <li>1. Excellent and current knowledge, understanding and passion in effective curriculum and inclusion approaches and implementation.</li> <li>2. Detailed knowledge of secondary curriculum and key transitional points.</li> <li>3. Up to date knowledge of the General Data Protection Regulation and Safeguarding legislation.</li> <li>4. Significant understanding of the responsibilities of a senior leader in promoting and safeguarding the welfare of students.</li> <li>5. Full knowledge of the current Ofsted framework.</li> <li>6. Excellent knowledge and understanding of the use of data and key performance indicators in determining benchmarks to set school targets.</li> </ol> | <p align="center">E<br/>E<br/>E<br/>E<br/>E<br/>E</p>      |

