

Assistant Headteacher: Teaching and Learning

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • A good honours degree • Qualified teacher status 	<ul style="list-style-type: none"> • Middle/Senior leader qualifications
Experience	<ul style="list-style-type: none"> • Proven track record of being an excellent classroom practitioner securing excellent outcomes for young people. • Substantial middle leadership experience in a secondary school with strong evidence of success and impact. • Experience leading and managing a team of staff effectively. • A track record of leading and improving teaching and learning. • School improvement planning. • Working with Academy Committee members/governors. • Evidence of leading INSET activities. 	<ul style="list-style-type: none"> • Working in a variety of different schools. • Experience of a senior leadership role. • Experience of leadership of whole school initiatives. • Leading an aspect of whole school improvement. • Membership of the Academy Committee as teacher representative.
Knowledge and understanding	<ul style="list-style-type: none"> • Understanding of best practice to improve and deliver teaching and learning. • Understanding of how to ensure inclusion and access for all. • Understanding of how to manage change and innovation. • Knowledge and understanding of the role of the senior leadership team within the school. • The assessment, recording and reporting of students' progress and achievements. • Understanding of the safeguarding responsibilities of schools. • The school's role in effectively providing for the needs of all students, including those with additional needs. • The OFSTED Inspection Framework. • The process and importance of school self-evaluation. • Whole-school issues and their implications for financial management. • The principles and practice of working with the wider community. 	<ul style="list-style-type: none"> • Knowledge of data systems (SIMS, Arbor, Go4Schools etc) and interpreting data to assist teachers in planning to promote student outcomes. • Understanding of national context and implications for schools. • ITT training routes and providers. • Content of Early Career Framework.

Skills	<ul style="list-style-type: none"> • The ability to act as an effective role model. • Support the work of colleagues and provide staff development, with an understanding of its relationship to performance management. • The ability to analyse and evaluate key data. • Ability to exercise good judgment and make effective decisions. • Good organisational skills and high levels of self-motivation. • Professional and personal integrity. • Involve staff, parents/carers, Academy Committee members and other stakeholders in the process of working to achieve a clear set of shared values and targets for the school. • Listen and communicate effectively (both orally and in writing) to a variety of audiences. • The ability to motivate, inspiring confidence in students that they can succeed and be the best they can be. • Show evidence of vision, initiative and leadership in managing change to enhance and raise standards. • Work effectively as a member of a leadership team with strong interpersonal skills. 	<ul style="list-style-type: none"> • Confident user of a wide range of ICT applications. • Can manage conflict and think creatively to solve problems.
Personal characteristics	<ul style="list-style-type: none"> • Desire to be the best you can be. • Inspirational, dedicated and motivated individual. • Passionate about the education of young people. • Good sense of humour with the ability to stay calm under pressure. • Ability to manage change sensitively. • Ability to organise themselves and others. • Ability to demonstrate initiative. • Self-motivation. • Have a positive attitude to behaviour management. • Commitment to professional development. 	
Values	<ul style="list-style-type: none"> • Committed to Claydon High School vision and values. • Support school ethos and values at all times both within the school and the wider community. • Active contribution to the wider part of school life. 	

Penrose Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. The successful candidate will be required to provide references, undergo employment checks and an enhanced disclosure via the DBS.