



The Crypt School

An Outstanding Co-Educational Grammar School and VI Form

PERSON SPECIFICATION

Requirement	Essential	Desirable	Primary means of assessment
Qualifications			
➤ Good honours degree	✓		Application form
➤ Evidence of ongoing professional development relevant to the role	✓		Application form
➤ Postgraduate degree and/or educational management qualification relevant to the role such as an NPQ	✓		Application form
➤ SENDco qualification		✓	
Work-related Experience and Associated Professional Skills			
➤ An outstanding classroom practitioner	✓		Interview Process
➤ Experience of a middle or senior leadership role in school, such as being an Assistant Headteacher, Head of Year, SENDco etc	✓		Application Form
➤ Evidence of significant pastoral leadership	✓		Application Form
➤ Up-to-date knowledge and understanding of school safeguarding (perhaps as a DSL or deputy DSL)	✓		Supporting Letter/Interview
➤ Have significant experience of leading and managing staff; being supportive, constructive and when necessary challenging.	✓		Supporting letter/interview
➤ Knowledge and understanding of SEND and inclusion.	✓		Supporting Letter/Interview
➤ Managing attendance issues and experience of implementing strategies to improve attendance, especially amongst persistent absentees	✓		Supporting letter/interview
➤ Working positively with parents/carers and other stakeholders	✓		Supporting Letter/Interview



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➤ Have high expectations of students	✓		Supporting Letter/Interview
➤ Working with Governors		✓	Supporting Letter
Other relevant experience, training and personal skills			
➤ Relevant safeguarding training	✓		Application Form
➤ Working with TA's		✓	Supporting Letter
➤ Experience of coaching and mentoring colleagues	✓		Supporting Letter
➤ Experience outside of education		✓	Application Form
➤ Experience of more than one school setting, or type of school		✓	Application Form
➤ High emotional intelligence and sensitivity to dealing with sensitive staffing and pastoral issues.	✓		Interview
➤ Strong interpersonal skills	✓		Interview
➤ Good organisational ability	✓		Interview
➤ Empathy and patience	✓		Interview
➤ A skilled communicator with the warmth, emotional intelligence and interpersonal/listening skills to build trust and respect amongst all members of the school community	✓		Interview
➤ An effective self-starter, who has a 'can-do' attitude	✓		Supporting Letter/Interview
➤ A commitment to promote and uphold the key values of Crypt school life	✓		Supporting Letter/Interview

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post will be subject to an enhanced DBS disclosure. The Crypt School values the diversity of our workforce and welcomes applications from all sectors of the community.