

**FOREST OAK SCHOOL
DEPUTY HEAD TEACHER
Person specification:**

Attribute	Essential	Desirable	Method of Assessment
Education & Qualifications	QTS	Further leadership qualification i.e. leading from the middle, NPQH	• Application
	Willingness to undertake further leadership CPD		
Leadership	Leadership and management skills to improve the School's level of attainment and success	Experience of challenging and managing under performance in school staff	• Application • References • Interview • Observation
	Outstanding classroom practitioner who can lead by example	Experience of Acting Deputy Headship	
	Ability to motivate pupils and staff, experience of leading staff performance management processes		
	Demonstrated ability to lead, coordinate and delegate	NCTL designation e.g. SLE	
	Ability to manage change and work under pressure of changing circumstances		
	Leading change, creativity and innovation		
	Experience of managing personnel including performance management processes		
	Experience of whole school leadership with positive outcomes		
Experience	Experience of whole school senior leadership with positive outcomes	Experience of leading within an SEN provision	• Application • Interview • References
		Experience of leading from Early Years to Post 16	
	Experience of leading the management of challenging / disaffected behaviour	Experience of leading Literacy or Numeracy	
	Experience of positive behaviour management and impact	Experience of working in a range of SEN school settings	
Practical Skills	Excellent organisational skills	Mini bus driver	• Application • Interview • References
	Excellent time management skills		
	Ability to distribute leadership and delegate effectively		

	<p>Excellent abilities to work collaboratively with other school leaders</p> <p>Experience of using a range of communication systems with pupils</p>		
Communication	<p>Ability to liaise effectively with parents, staff, Governors and local community</p> <p>Excellent written, verbal, presentation and listening skills</p> <p>Ability to communicate effectively under pressure</p> <p>Ability to build and maintain positive relationships with all stakeholders</p>		<ul style="list-style-type: none"> • Application • References • Interview
Personal Qualities	<p>Integrity</p> <p>Fairness</p> <p>Optimistic, constructive and solution focused</p> <p>Ability to motivate others</p> <p>Ability to mediate</p> <p>Ability to inspire confidence in the parent/ staff community</p> <p>Excellent communicator and motivator of people</p>		<ul style="list-style-type: none"> • References • Interview • Observation
Strategic Thinking	<p>Knowing how to use school evaluation and performance data to support, monitor and challenge school improvement</p> <p>Ability to contribute to, and maintain a clear vision for the School and to lead others to plan and deliver it</p>	<p>Evidence of ways to build, communicate and implement a shared vision</p>	<ul style="list-style-type: none"> • Application • Interview • References
Technology / IT Skills	<p>An understanding of technologies and their impact on learning</p>	<p>Experience of leading technological development</p>	<ul style="list-style-type: none"> • Application • Interview
Equal Opportunities	<p>Excellent understanding of safeguarding roles and procedures</p> <p>Experience in effective management of children with significant inclusion needs</p> <p>Excellent understanding of children exhibiting behavioural difficulty and how to support them to achieve</p> <p>Understanding of equality issues, their impact and how to manage discrimination effectively</p>	<p>Experience of managing legal issues relating to managing a school, including equal opportunities, race relations, disability, human rights and employment legislation</p> <p>Experience of being a senior designated officer for safeguarding with level 3 training</p>	<ul style="list-style-type: none"> • Application • Interview • References