



St Patrick's Catholic Primary School
Person Specification
Deputy Headteacher



| Selection Criteria | Essential/ Desirable | How identified (A/I/S/R)* |
|---|-------------------------|---------------------------------|
| Catholic Ethos | | |
| Baptised and practising Catholic in full communion with the Catholic Church | E | A/R |
| Proven commitment to and support of the school's Catholic ethos, vision and values. | E | A/I |
| Qualifications | | |
| Degree and Qualified Teacher Status | E | A |
| Catholic teaching qualification | D | A |
| Evidence of leadership training and continuing professional development in preparation for Deputy Headteacher post or as a Deputy Headteacher. | E | A/I/R |
| Experience | | |
| Outstanding classroom practitioner who can lead by example | E | I |
| Experience in a variety of schools and across more than one key stage | D | A |
| Evidence of leading whole school acts of collective worship | E | I |
| Experience of effecting change in teaching, learning or curriculum either at phase or whole school level | E | A/R/S |
| Evidence of successful management and administration of a school process or system requiring organisational skills and effective communication | E | A/R/S |
| Experience of implementing change through coaching, modelling and supporting others | E | A/R/I |
| Professional Knowledge, Skills and Behaviour | | |
| A good knowledge and understanding of the distinctive nature of Catholic education | E | A/I |
| Understanding the expectations in the OFSTED framework about what makes an effective school | E | A/I |
| Understanding of the expectations of Catholic School Inspection | D | A/I |
| A good knowledge and understanding of how to improve the quality of teaching and learning for all children especially the most vulnerable | E | A/I |
| Ability to monitor and evaluate teaching and learning and implement strategies for improvement and development | E | A/I/R |
| Ability to manage pupil behaviour effectively and well, making appropriate provision for children's needs so that all can learn and make progress | E | A/I/R |
| Ability to lead by example and provide a clear direction for a wide range of stakeholders | E | A/I/R |
| Ability to work as part of a team, lead a team and motivate others | E | A/I/R |
| Ability to solve everyday problems by using initiative and flexibility | E | A/I/R |
| Ability to investigate, resolve problems and make decisions | E | A/I/R |
| Excellent organisation and time management skills, including holding yourself to account to meet deadlines | E | A/I/R |
| Ability to manage challenging situations and difficult conversations | E | A/I/R |

| | | |
|--|---|-------|
| Good written communication skills | E | A/I |
| Ability to speak publicly including leading staff teams, parents and children | E | I/R |
| Confident in the use of ICT | E | A/R |
| Committed to safeguarding and protecting the welfare of children and young people | E | A/I |
| Values | | |
| Set high standards and be an inspirational role model whilst prioritising the Catholic ethos of the school | E | A/I |
| Commitment to securing the best outcomes for pupils | E | A/I/R |
| Demonstrate an understanding and empathy for the needs of pupils and their families and how these could be met | E | I |
| Commitment to a high level of pastoral care of all stakeholders | E | A/I/R |
| Energy and enthusiasm | E | I/R |
| Flexibility | E | A/I/R |
| Resilience | E | A/I/R |
| A positive outlook and “can do” approach | E | A/I/R |
| Ability to work under pressure and prioritise effectively | E | A/I/R |
| Commitment to continuing personal professional development | E | A/I/R |
| Able to be reflective and self-evaluating, proactively seek advice as required | E | A/I/R |
| Commitment to maintaining confidentiality at all times | E | A/I/R |

* **A = Application** **I = Interview** **S = Selection Process** **R = Reference**