



Robins Lane Primary School

Person Specification: Deputy Headteacher

Qualifications and professional development, including safeguarding	Essential / Desirable Criteria <i>E = Essential D = Desirable</i>	Criteria Identified By <i>AF = Application Form I = Interview R = References</i>
Qualified Teacher Status (QTS) and a degree-level qualification	E	AF
Evidence of continued personal and professional development	E	AF / I
Evidence of appropriate professional development for the role of Deputy Headteacher (eg - NPQs, middle or senior leadership development programmes)	E	AF / I
Up-to-date safeguarding training and knowledge of legislation for the protection of young people	E	AF / I
Designated Safeguarding Leader training	D	AF / I
School leadership and management experience	<i>E = Essential D = Desirable</i>	<i>AF = Application Form I = Interview R = References</i>
Proven experience of implementing effective school self-evaluation and school improvement	E	AF / I / R
Successful and effective leadership in a primary setting, including successful experience leading one or more curriculum areas	E	AF / I / R
Experience of being a member of the Senior Leadership Team in a primary school and leading whole school initiatives	D	AF / I / R
To have successfully led whole school initiatives with a clear impact on standards	E	AF / I / R
Experience of working effectively within staff teams	E	AF / I / R
Experience of line management/performance management of staff	D	AF / I / R
To have had responsibility for policy development and implementation	E	AF / I / R
To have had experience of, and the ability to, support other staff with their professional development across the primary range (eg - peer support, mentoring, delivering training)	E	AF / I / R
Evidence of supporting, challenging and inspiring colleagues to improve/maximise performance	E	AF / I / R
Work positively with parents and carers	E	AF / I / R
Strong knowledge of current educational issues and initiatives	E	AF / I / R
A commitment to effective CPD for all and experience of leading staff CPD across the primary phase	E	AF / I / R
Proven ability to use monitoring and evaluation in order to raise pupil achievement	E	AF / I / R
Experience and knowledge of teaching and learning	<i>E = Essential D = Desirable</i>	<i>AF = Application Form I = Interview R = References</i>
Proven excellence in teaching within more than one school	D	AF / I / R
Proven excellence in teaching across more than one key stage	E	AF / I / R
Strong knowledge of the latest in curriculum and pedagogical thinking	E	AF / I / R
Clear understanding of the qualities necessary for effective teaching and learning	E	AF / I / R
Evidence of being a strong role-model in outstanding teaching and learning	E	AF / I / R
The ability to promote inclusion and diversity positively, and experience in raising standards/outcomes for disadvantaged learners and those with additional needs	E	AF / I / R
Secure understanding of assessment strategies, data analysis and the use of assessment to maximise achievement.	E	AF / I / R
Wider knowledge & skills	<i>E = Essential D = Desirable</i>	<i>AF = Application Form</i>

		<i>I = Interview R = References</i>
Able to articulate and share an ambitious strategic vision that gains ownership throughout the school	E	AF / I
Knowledge and understanding of current education issues, regional and national developments and best practice in education	E	AF / I
Ability to engage a range of stakeholders	E	AF / I / R
Ability to positively influence others	E	AF / I / R
Ability to evaluate the standards of teaching and learning in school to raise standards	E	AF / I / R
Ability to effectively use data and assessment and target setting to raise standards and improve outcomes for pupils	E	AF / I / R
Ability to deal with a range of pupil behaviours effectively and positively	E	AF / I / R
Knowledge of the SEND Code of Practice and current issues in SEND provision	D	AF / I / R
Knowledge of how to improve outcomes for different learner groups (eg - disadvantaged, EAL, SEND)	E	AF / I / R
Ability to work successfully with, and support, the Headteacher and Governing Body	E	AF / I / R
Ability to strategically lead, promote and demonstrate good communication systems to a range of audiences at all levels	E	AF / I / R
Experience of, and a commitment to, sustaining a safe, secure and healthy environment, and to promoting diversity and equal opportunities	E	AF / I / R
To be ICT literate and utilise it effectively in both teaching and the wider responsibilities of a senior leader	E	AF / I / R
Personal Skills & Attributes	<i>E = Essential D = Desirable</i>	<i>AF = Application Form I = Interview R = References</i>
Reflective practitioner, able to respond to and develop the creative energies of the leadership team and others	E	AF / I / R
Ability to apply analytical, creative and flexible solutions in response to the changing demands of the school	E	AF / I / R
Excellent organisational skills and the ability to prioritise tasks, make decisions and manage time effectively	E	AF / I / R
Excellent written and oral communication skills (which will be assessed throughout at all stages of the process)	E	AF / I
Demonstration of a high degree of personal integrity	E	AF / I / R
Be able to reach and justify difficult decisions	E	AF / I / R
The ability to perform effectively under pressure	E	AF / I / R
Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others	E	AF / I / R
Be friendly and approachable	E	AF / I / R
Be ambitious, determined and resilient	E	AF / I / R
Commitment to professional development of self	E	AF / I
Commitment and loyalty	E	AF / I / R
Other	<i>E = Essential D = Desirable</i>	<i>AF = Application Form I = Interview R = References</i>
An ability to fulfil all spoken aspects of the role with confidence through the medium of English	E	I