



**Deputy Headteacher
PERSON SPECIFICATION**

Qualifications and Continuing Professional Development	Essential or Desirable	Evidence Source
Recognised degree or equivalent	Essential	A
Qualified Teacher Status	Essential	A

Experience	Essential or Desirable	Evidence Source
Successful and effective leadership in a school.	Essential	A, I
Successful experience of teaching and leadership in more than one school	Essential	A, I,
Experience of being a member of the Senior Leadership Team in a primary school and leading whole school initiatives	Essential	A, R
Proven track record in raising educational standards for all pupils	Essential	A, I, R
Proven experience of implementing effective school self-evaluation and school improvement	Essential	A, I,
A commitment to effective continuous professional development for all and experience of leading staff professional development across the primary range	Essential	A, I,
Experience of Designated Safeguarding Lead or Deputy Designated Safeguarding Lead	Desirable	A, I,

Knowledge and Skills	Essential or Desirable	Evidence Source
Able to articulate and share an ambitious strategic vision that gains ownership throughout the school	Essential	A, I,
Knowledge and understanding of current education issues, regional and national developments and best practice in education	Essential	A, I,
Ability to evaluate the standards of teaching and learning in school to raise standards	Essential	A, I, R
Ability to effectively use data and assessment and target setting to raise standards and improve outcomes for pupils	Essential	A, I, P
Knowledge of the Special Educational Needs and Disability Code of Practice: 0 to 25 years and experience of working with SEND pupils.	Essential	A, I
Ability to work successfully with the Headteacher and Governing Body	Essential	A, I ,
Ability to strategically lead, promote and demonstrate good communication systems to a range of audiences at all levels	Essential	A, I, R
Experience of and a commitment to sustaining a safe, secure and healthy environment, and to promoting diversity and equal opportunities	Essential	A, I, R

Personal Skills and Attributes	Essential or Desirable	Evidence Source
Reflective practitioner, able to respond to and develop the creative energies of the leadership team and others	Essential	A, I,
Ability to apply analytical, creative and flexible solutions in response to the changing demands in school	Essential	A, I ,
Demonstration of a high degree of personal integrity	Essential	A, I, R
Be able to reach and justify difficult decisions	Essential	A, I , R

Professional Skills	Essential or Desirable	Evidence Source
Qualities and Knowledge		
Demonstrate optimistic personal behaviour, positive relationships and attitudes towards their pupils and staff, and towards parents, governors and wider community.	Essential	A, I
Lead by example – with integrity, creativity, resilience, and clarity – drawing on their own scholarship, expertise and skills, and that of those around them.	Essential	A,I
Pupils and Staff		
Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes.	Essential	A,I
Identify emerging talents, coaching current and aspiring leaders in	Desirable	A,I

a climate where excellence is the standard, leading to clear succession planning		
Systems and Processes		
Establish rigorous, fair and transparent systems and measures for managing the performance of all staff, addressing any under-performance, supporting staff to improve and valuing excellent practice.	Essential	A,I
Distribute leadership throughout the organisation, forging teams of colleagues who have distinct roles and responsibilities and hold each other to account for their decision making.	Essential	A,I
The Self-improving School System		
Create an outward-facing schools which works with other schools and organisations – in a climate of mutual challenge – to champion best practice and secure excellent achievements for all pupils.	Desirable	A,I
Shape the current and future quality of the teaching profession through high quality training and sustained professional development of all staff.	Essential	A,I

A Deputy Headteacher is expected to be working within and towards the national Standards of headship.

Application Form and Supporting Statement

The form must be fully completed and legible. A supporting letter, of no more than Three sides of A4 paper, font size 12, should clearly and concisely demonstrate how your experience relates to the person specification.

Confidential References and Reports

Positive recommendation from two referees, including current employer	Essential
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