

Person Specification

Job Title	Deputy Headteacher	School	Dawley Brook Primary School
Post Number			
ISR Range	L8-L12	Salary	£61534 - £67898

	Essential	Desirable	How Assessed (A / I / T)
<u>Knowledge, Skills and Experience</u>			
• Evidence and impact of successful leadership and management across the whole school	E		A / I / T
• Significant experience of teaching primary age children with an up-to-date working knowledge of the curriculum at appropriate Key Stages	E		A / I / T / R
• Leadership and management experience of Inclusion and Special Educational Needs and/or Disabilities provision in a primary school setting		D	A / I / T / R
• A proven ability to design, monitor and evaluate classroom provision.	E		A / I / T
• Experience of curriculum design and delivery based on current educational pedagogy and research	E		A / I / T
• A good understanding of how assessment strategies and data analysis are used to inform teaching and learning in order to help pupils make good or better progress from varied baselines	E		A / I / T
• A proven ability to work sensitively and collaboratively with colleagues in order to develop the overall effectiveness of whole school practice	E		A / I / T / R
• Experience of delivering INSET and providing Continuous Professional Development activities	E		A / I / T
• Active involvement in working with a Governing Body and other external stakeholders		D	A / I / T
• Commitment to all school, local authority and DfE policies and procedures in regards to equality, diversity, inclusion and safeguarding.	E		A / I / T
• A thorough understanding of the current educational landscape including relevant research and Department for Education changes	E		A / I / T / R

<u>Qualifications / Training</u> <ul style="list-style-type: none"> • Qualified Teacher status • A record of continuous professional development that includes training in leadership and management • Accredited leadership and management training • Designated Safeguarding Lead Training 	E E	D D	A A A A
<u>Practical Skills</u> <ul style="list-style-type: none"> • Commitment to maintaining high standards across the school inline with the vision, values and inclusive culture of Dawley Brook Primary School • Ability to translate vision into reality by implementing an action plan and effectively monitoring its progress • Ability to articulate and support a sound educational philosophy • Ability to relate positively and professionally to the Headteacher, pupils, colleagues, parents, governors and others who contribute to the work of the school • A reflective practitioner: committed to continuous improvement, self-evaluation, professional development and the development of others. • A confident, able communicator who can provide clear and accurate information and well-informed advice based on collated evidence in both oral and written formats • An effective organiser who can get the most from human and material resources through their deployment • Ability to use ICT as an integral part of the school development process 	E E E E E E		A / I / R A / I / R I / T I / T / R A / I / R A / I / T I / T A / I / T
<u>Personal Qualities and Attributes</u> <ul style="list-style-type: none"> • A Knowledge of Equality & Diversity issues • Reliability and consistency of approach to issues • Flexibility • Ability to work under pressure • Resilience • Sense of humour 	E E E E E E		A / I I / T / R I / R I / T / R I / R I / R

Prepared By

Dawley Brook Primary School

Date

December 2025

Person Specification with integrated competency links

MEASURED BY KEY:

A = Application form

I = Interview

T = Task/ Test

R = Reference

In addition to candidates' ability to perform the duties of the post, the interview will explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours and;
- Attitudes to use of authority and maintaining discipline

If a candidate is short-listed any relevant issues arising from their references will be taken up at interview.