



**Gilden Hollins Primary School
Person Specification / Selection Criteria**

Deputy Headteacher

This document is offered to governing bodies as a tool to assist in the process of identifying the qualifications, skills experience and personal qualities required of the successful candidate for the post. It is not prescriptive except where indicated.

Selection criteria will be assessed throughout the process, including reports received after an offer of appointment is made.

(A) Training and Qualifications

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
Qualified Teacher status	E		A
Degree	E		A
Evidence of continued professional development	E		A

(B) Professional Development

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
Has successfully undertaken appropriate Safeguarding/ Child Protection training.	E		A
Evidence of recent leadership and management professional development	E		A

(C) School leadership and management experience

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
Evidence of substantial, recent and successful leadership experience in an		D	A I

appropriate/relevant setting.			R
Evidence of an active involvement in school improvement, development planning and self-evaluation, which raised standards across the school	E		A I O R
Evidence of an involvement in or an understanding of financial management in a school.	E		A I R
To have had responsibility for leading an area of whole school curriculum development which had a positive impact on outcomes for all pupils	E		A R
To have had experience of and ability to contribute to staff development by, for example, coaching, mentoring, or the delivery of training.	E		A I
To have experience of advising a governing body or one of its committees.		D	A I
Evidence of substantial, recent and successful leadership experience in an appropriate/relevant setting.		D	A I R

(D) Experience and knowledge of teaching

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
Significant teaching experience within the primary phase(s)	E		A I
A knowledge and understanding of all key stages/phases provided in the school.	E		A I O
To be able to use data, assessment and target setting effectively to raise standards/address weaknesses	E		A I
To be able to exemplify how the needs of all pupils have been met through high quality teaching	E		A I O
Evidence of being a creative, dynamic teacher with a proven track record of securing the highest possible outcomes for children	E		



(E) Professional Attributes

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
To be able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies	E		A I R
Have a working knowledge of a variety of digital platforms and systems for both management and communication		D	A I O
To be a leader of learning, demonstrating, promoting and encouraging outstanding classroom practice	E		A I O

(F) Confidential references and reports

	Essential	Desirable	Source A - Application I - Interview R - Reference O - Observation
Satisfactory written references prior to any offer being made	E		R
Professional references should provide a strong level of support for relevant professional and personal knowledge, skills and abilities referred to above	E		R
Positive recommendation from current employer	E		R

The governors reserve the right in exceptional cases to seek additional references from other former employers where this seems appropriate.

Online searches will also be undertaken for shortlisted applicants.

Final confirmation of the appointment is subject to satisfactory reports on health and attendance which will be requested only after the offer of appointment has been made.

Other requirements

Applications should be completed in full. Governors do not wish to receive a CV. Letters should be clear and concise and related to the specific post and should address the criteria identified in the Person Specification. Letters must not be more than three sides of A4 paper, in Arial font size 12.