

**Through challenge, fun and friendship,**

**being the best we can be.**

**Person Specification for Deputy Headteacher**

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| --- | --- | --- |
|  | **Essential or Desirable (E/D?)** | **Assessed at**  **Application (A)**  **Interview (I)**  **Reference (R)** |
| **Qualifications**  **The person appointed should have:** | | | |
| Qualified Teacher Status | E | A |
| Degree level qualification or equivalent | E | A |
| Evidence of engagement in significant professional development | E | AR |
| Aspiration to train to become a Headteacher | D | I |
| **Knowledge and Experience:**  **The person appointed should have:** | | | |
| A proven record of primary teaching that has made a considerable impact on pupils’ learning | E | AR |
| Teaching experience in EYFS and KS1 | D | AIR |
| Time spent teaching in more than one school | D | A |
| A thorough understanding and knowledge of the requirements of the national curriculum | E | AI |
| Successful experience of leading a core subject including successful budget management | E | AR |
| Understanding of finance and budgeting | D | AR |
| Experience as a member of a Senior Leadership Team | E | AR |
| Experience of leading on Ethnic Minority Achievement and the development of provision for pupils with English as an additional language | D | AI |
| Knowledge and experience of school self-evaluation strategies | E | AIR |
| Experience of driving an initiative forward in a constructive and sensitive way | E | AIR |
| A good understanding of assessment procedures and the target setting process | E | AIR |
| An awareness and understanding of the implication of equal opportunities, inclusion and multicultural education | E | I |
| **Skills:**  **The person appointed will be able to:** | | | |
| Lead, manage and motivate staff effectively | E | AIR |
| Listen actively and communicate clearly and effectively with staff, parents and pupils | E | I |
| Show evidence of high quality teaching | E | AIR |
| Lead and work as part of effective teams | E | AIR |
| Present information in a lively, logical and articulate way, both orally and in writing | E | I |
| Be a good administrator with effective time management skills | E | IR |
| Demonstrate good IT skills | D | AIR |
| **Personal Qualities and Attributes**  **The person appointed will demonstrate:** | | | |
| Warmth and openness- establishing a positive rapport with parents, staff and pupils | E | IR |
| Excellent organisational skills | E | AIR |
| A sensitivity to the needs of others | E | AIR |
| A positive and effective approach to behaviour management | E | AIR |
| Well-developed inter personal skills | E | IR |
| High levels of motivation | E | IR |
| Honesty and integrity | E | IR |
| An ability to work effectively under pressure | E | IR |
| **Professional Values:**  **The person appointed should:** | | | |
| Value the education of **all** children as being equally important | E | AIR |
| **The person appointed should demonstrate a commitment to:** | | | |
| Moving the school forward through the school development plan | E | AIR |
| A commitment to Safeguarding and Child Protection | E | IR |
| Raising standards of achievement | E | AIR |
| Providing the pupils with an excellent education | E | AIR |
| Involving parents, governors and the community in the work of the school | E | AI |
| Distributive leadership | E | I |
| Continuous professional development | E | AIR |