Our Lady Immaculate
Catholic Primary School
A Multi-Academy

At Our Lady Immaculate School, we will inspire our community to achieve personal excellence for themselves and for the glory of Christ

PERSON SPECIFICATION

Appointment of Deputy Headteacher

Please write your supporting statement /letter giving evidence of how you meet each of the essential criteria.

	Essential	Desirable
Faith Commitment		
1. Practising and committed Catholic in good standing with the Church	√ R	Evidence of participation in parish or Catholic community life
2. A secure understanding of the distinctive nature of the Catholic school	√ A I	
3. Understanding of the school's role in the Catholic and wider community	√ A I	
4. Ability to demonstrate care, compassion and reconciliation	√ A R	
5. Ability to lead acts of worship in the Catholic school	√ I	
Qualifications and Training		
1. Degree + QTS	√ AD	

2. Evidence of continuing professional development in preparation for DHT post	√ A	
3. Catholic Certificate in Religious Studies (CCRS)		√
4. Willingness to undertake CCRS within 2 years of appointment	√ A I	
Experience		
5. At least 5 years teaching experience	√ ARI	
6. A record of successful teaching	√ ARI	
7. Experience of teaching more than one key stage		√ ARI
8. Experience of effecting change in teaching, learning or curriculum either at class, phase or whole school level	√ ARI	
9. Experience of leadership and management roles within a primary school;	√ ARI	
10. Involvement in school self-evaluation and development planning		√
11. Demonstrable experience of successful line management and staff development	√ ARI	
Professional Knowledge and Understanding- Add any further knowledge needed such as anything related to any particular areas your deputy head will lead on		
12. Understanding of high-quality teaching, and the ability to model this for others and support others to improve	√ AI	
13. Understanding of school finances and financial management		√

		I
Promoting the welfare of children		
14. A good understanding of up-to-date policy and practice with regard to Safeguarding	√ I	
15. A good understanding of wellbeing and child mental health issues		√
Professional Skills and Abilities- Add any further skills and ability needed such as anything related to any particular areas your deputy head will lead on		
16. Evidence of building effective working relationships, especially with the Headteacher, staff, governors and parents	√ RI	
17. Data analysis skills, and the ability to use data to set targets and identify weaknesses	√ AI	
18. Effective communication skills	√ AI	
19. Ability to communicate a vision and inspire others	√ AI	
Personal Qualities		
20. Evidence of leading by example; demonstrating good interpersonal skills,	√ RI	
Other		
21. Understand and support the Catholic ethos of our Catholic School, including the spiritual development of the pupils and the school's role within the community.	√ AIR	
22. Evidence of a strong commitment to Catholic education;	√ AIR	

A – Application form
D – Documents
I – Interview
R - References

References

- Positive and supportive reference from the Priest where the applicant regularly worships; in good standing with the Church; reference without reservation.
- Positive recommendations in professional references, without reservation