

**Easebourne CE Primary School**

**Job Description: Deputy Headteacher**

**Post:** Deputy Headteacher

**Responsible to:** Headteacher

**Pay Grade:** L 2-7

**Hours of work:** Part-time (0.4), Temporary (1 year)

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| **Criteria** | **Essential** | **Desirable** |
| Qualifications and knowledge | * Qualified teacher status * Good honours degree or equivalent | * Evidence of continual professional development * Any other qualifications relevant to primary teaching and a leadership role |
| Written application | * Strong application showing clear thinking about primary education and reflection on how to meet the post requirements |  |
| Experience and skills | * Proven ability to teach to an outstanding standard in at least one primary Key Stage * Knowledge of SEND, Pupil Premium and a proven record of raising standards for pupils of all abilities * Excellent interpersonal, communication and strong organisational ability * Understanding of the role of Assistant Headteacher, as described, with the potential to be successful in the role * Experience and training related to an aspect of leadership and management * Ability to demonstrate vision and strategic leadership of a school * Ability to lead and support other staff within the school with impact on standards and achievements * Proven success in raising standards at the end of a Key Stage * Evidence of the impact of candidate’s leadership in the current school at least at senior teacher level * High expectations and standards of achievement and behaviour * Excellent knowledge of the National Curriculum * Thorough understanding of safeguarding children * Experience in monitoring and evaluating curriculum delivery | * Success in teaching across the whole primary range * Promotion of creative approaches to teaching and learning * Overall teaching experience in more than one school * Knowledge of Analyse School Performance and FFT and an understanding of how to interpret school outcomes against national outcomes * Experience as a member of a School Leadership Team * Experience as a team leader in the appraisal of staff * Experience of the line management of staff * Willingness and capability to become a Deputy Designated Safeguard Lead * Experience of leadership within a primary school, including providing INSET, coaching staff and developing a shared vision |
| School ethos | * A ‘can do’ attitude * Understanding of behaviour as communication and a commitment to supporting pupils’ SEMH * Belief in pupil-centred, active learning, with an ability to engage, challenge and have high expectations of children * Ability and willingness to work collaboratively and supportively within the school team, making positive contributions to assessment and the School Development Plan | * Awareness of the principles of, and commitment to, the promotion of equality of access and opportunity for children * Experience of overcoming obstacles/barriers to achieving this equality and of removing practices which are undermine it * Evidence of commitment as an ‘extended professional’, for instance by organising and leading residential visits, sports activities or other extra-curricular provision |
| Relationships | * Ability to provide a caring, cooperative atmosphere for children and to create a challenging, disciplined and effective learning environment * Understanding of the need for confidentiality * Ability to motivate and enthuse staff and find common ground over difficult issues * Ability to relate well to individuals and groups and to make appropriate contact with parents and/or external agencies as necessary | * Well-developed interpersonal and communication skills with stakeholders beyond the classroom such as parents, community, outside agencies and governors |
| Attitude and temperament | * Positive attitude to teaching and leadership roles * Willing involvement in all aspects of school life * Proactive attitude in areas of responsibility and an awareness of whole school issues * Commitment to school improvement and developing own professional skills * Willingness to take on appropriate delegated tasks relevant to the post * Ability to show a committed, professional and loyal attitude to the school, openly modelling its aims and values at all times | * Flexibility and adaptability, willingness to step into new challenges and drive for improvement |
| Appearance and health | * Proven good attendance record * Smart appearance |  |