

**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
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| Written application | * Strong application showing clear thinking about primary education and reflection on how to meet the post requirements
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| 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
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| 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
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| 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
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| 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
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| Appearance and health | * Proven good attendance record
* Smart appearance
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