



## Deputy Headteacher Person Specification

### 2021-22

You will be required to safeguard and promote the welfare of children and young people.

The candidate appointed as Deputy Headteacher of Park High School will be able to demonstrate, throughout the selection process, a range of skills, qualities and experiences as outlined below.

In your supporting statement and application, please address all aspects of the person specification highlighted in ***bold italics***. The other aspects of the person specification will be addressed during the assessment and interview process.

<b>Education, Qualifications and Professional Development:</b>	
Essential	Evidenced by:
<ol style="list-style-type: none"> <li><b><i>1. Qualified Teacher Status (QTS)</i></b></li> <li><b><i>2. Degree or equivalent</i></b></li> <li><b><i>3. Evidence of regular, recent and appropriate professional development for the role of Deputy Headteacher</i></b></li> <li><b><i>4. Have worked in a number of roles at senior leadership level as Assistant Headteacher, Deputy Headteacher or Headteacher</i></b></li> <li><b><i>5. A career path that demonstrates a track record of excellence in teaching and leadership of teachers</i></b></li> <li><b><i>6. Have successfully undertaken accredited 'safer recruitment' training or have a commitment to do so within 12 months of taking up the post</i></b></li> <li><b><i>7. Have successfully undertaken appropriate safeguarding training</i></b></li> <li><b><i>8. Evidence of having taught in a high-achieving multi-cultural school</i></b></li> </ol>	<p>Application and certificates</p>
Desirable	
<ol style="list-style-type: none"> <li><b><i>9. Higher degree</i></b></li> <li><b><i>10. Further study or action research in leadership</i></b></li> <li><b><i>11. Teaching in more than one secondary school</i></b></li> <li><b><i>12. Teaching in at least 2 key stages in a secondary school</i></b></li> </ol>	<p>Application and certificates</p>



<b>Leadership and Management - Evidence of Success in:</b>	
Essential	
<ol style="list-style-type: none"><li><b>1. Senior leadership in a secondary school (with a minimum of 3 - 5 years of Senior leadership experience).</b></li><li><b>2. Demonstrating to stakeholders in-depth knowledge and understanding of the wider educational agenda regarding curriculum, qualifications assessment and national policies</b></li><li><b>3. Demonstrating vision, aspiration and inspiration with respect to developing and promoting the school ethos; priorities and targets; British Values and the spiritual, moral, social, emotional and cultural needs of all our students and staff</b></li><li><b>4. Active involvement in school self-evaluation, accountability and the school improvement process</b></li><li>5. Demonstrating highly developed skills in performance development, evidencing an ability to tackle underperformance</li><li>6. Developing and implementing an effective line management system that ensures accountability through all parts of the school</li><li>7. Creating, developing and implementing policy in collaboration with the school community</li><li>8. Working with other schools, agencies and educational professionals to improve learning and secure agreed outcomes</li><li><b>9. Developing and maintaining strong relationships with the Governing Body, students, parents and other stakeholders</b></li></ol>	Application, interview, tasks, references

<b>Pastoral Care - Evidence of :</b>	
Essential	
<ol style="list-style-type: none"><li><b>1. Commitment to the provision of high-quality pastoral care including evidence of the skills and knowledge to lead and develop an exceptional wellbeing and behaviour for learning strategy.</b></li><li>2. Ability to work effectively with external agencies, especially with regard to safeguarding, child protection and behaviour.</li><li>3. Ability to work effectively with parents and of supporting others to do so.</li><li><b>4. Delivering successful positive behaviour management and development of a student focussed, inclusive, and effective learning environment, so that behaviour and attendance are outstanding.</b></li></ol>	Application, Interview, Tasks, References

Personal Qualities and Attributes - Evidence Ability to Demonstrate:	
Essential	
<ol style="list-style-type: none"> <li>1. A truly professional approach, leading by example and demonstrating accessibility, excellence, confidence, trust and respect of the entire school and wider community</li> <li>2. Clear communication of the ethos underpinning the school's climate and culture</li> <li>3. <b>High capacity to work in a collaborative manner with a range of partners, both within and beyond the school and to advocate for the school with external audiences</b></li> <li>4. Excellent communication skills, both verbal and written</li> <li>5. Excellent interpersonal skills, ability to relate empathetically to students, parents, staff, governors and the wider community, managing to resolve issues with integrity and fairness</li> <li>6. <b>Well-developed problem-solving and decision-making skills combined with the ability to lead, motivate, inspire, influence and manage change</b></li> <li>7. An astute and perceptive approach with strong analytical skills and the ability to use sound judgement in order to anticipate and resolve conflict</li> <li>8. A proactive, innovative and versatile manner with a high degree of drive, energy, enthusiasm, aspiration, resilience, reliability and integrity</li> <li>9. Effective time management and organisational skills</li> <li>10. <b>Recognition and promotion of the role that parents, carers and families play in helping our students succeed and thrive</b></li> <li>11. An appropriate work life balance for self and others</li> </ol>	<p>Application Interview, Tasks, References</p>

Specific Requirements for our School:	
Essential	
<ol style="list-style-type: none"> <li>1. <b>An understanding of, and ability to embrace, the challenges of our high-achieving multi-cultural school</b></li> <li>2. An ability to demonstrate knowledge and understanding of the processes and procedures of safeguarding and safer recruitment and to provide a safe, calm and well-ordered environment for all our students and staff</li> <li>3. A determination that, from their different starting points, the progress and attainment of all groups of our students is at least in line with that of other students nationally</li> </ol>	<p>Application Interview, Tasks, References</p>



<p><b>4. Listen and respond to our students' needs, seeking out innovative ways of consulting and engaging them</b></p>	
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<p><b>Confidential References:</b></p> <p>Park High School will seek positive recommendation from all referees, including current employer, prior to interview</p>	
<p><b>Application Form and Supporting Statement:</b></p> <ul style="list-style-type: none"> <li>• The application form must be fully completed and legible</li> <li>• The supporting statement should be clear, concise and related to this specific post, and should be no longer than 4 A4 word processed pages in length, using Calibri, 11-point font size, with standard margins, standard line spacing and left-alignment.</li> </ul>	