

SPRINGSIDE PRIMARY SCHOOL

Person Specification- Deputy Headteacher

Post: Deputy Headteacher (Lead for Care and Control) – Springside Primary Special School

Grade: Leadership Spine L12–L16

Springside Primary Special School is committed to safeguarding and promoting the welfare of children and young people. All staff are expected to share this commitment and to place learner wellbeing, dignity and safety at the heart of their practice.

This person specification reflects the values, expectations and responsibilities outlined in the Deputy Headteacher job description and is designed to identify a leader who combines professional expertise with compassion, resilience and moral purpose.

How to Use This Specification

Applicants must demonstrate all essential criteria to be considered for this post. Desirable criteria will be used to differentiate between candidates who meet all essential requirements.

Evidence will be gathered through the application form, interview process and certificate checks, and applicants should clearly reference relevant experience from paid or voluntary roles.

Qualifications and Professional Experience

Essential Criteria

- Qualified Teacher Status (QTS)
- A minimum of two years' experience in a leadership role, or equivalent leadership responsibility
- A minimum of two years' experience as a Designated Safeguarding Lead or with significant responsibility for safeguarding practice
- Evidence of sustained and relevant professional development
- A highly effective primary classroom practitioner with high expectations for all learners
- Secure, up-to-date knowledge of current issues in primary and special education
- Experience of leading learning and teaching to improve outcomes for learners
- Experience of effective multi-agency working, including contribution to the EHCP process
- The ability to communicate confidently and accurately in spoken English with learners, families, staff and professionals

How identified: Application Form, Interview, Certificate Check

Desirable Criteria

- Degree or equivalent qualification
- Experience of working across a range of educational settings
- Leadership and management CPD, including NPQ qualifications or working towards NPQH
- Experience of working with learners with SLD, PMLD, ASC and/or MLD
- Experience of working with learners significantly below national expectations

How identified: Application Form

Skills and Professional Knowledge

Essential Criteria

- Strong knowledge of safeguarding legislation and best practice, with the confidence to lead safeguarding processes effectively
- Practical understanding of how to analyse, interpret and use a wide range of evidence, including data and external evaluations, to drive improvement and challenge underperformance
- Effective use of ICT to enhance communication, learning and teaching
- Secure knowledge of inclusive practice and equality of opportunity
- Excellent classroom practice, including confident and ethical behaviour management and positive handling approaches
- Ability to lead and manage change sensitively and effectively
- High-level written and verbal communication skills
- Ability to work independently, prioritise effectively and manage time in a demanding environment
- Ability to build, lead and sustain effective teams, working collaboratively across disciplines
- Up-to-date understanding of local and national priorities and their impact on learners and families
- Secure understanding of how children learn and how barriers to learning can be identified and removed
- A strong commitment to professional learning and the development of others
- Ability to share strategic responsibility with the Headteacher for target-setting, improvement planning and raising standards

How identified: Application Form and Interview

Desirable Criteria

- Experience of teaching across a wide primary age range
- Experience of developing strong home-school partnerships
- Experience of working closely with a range of external agencies

How identified: Application Form and Interview

Job-Related Leadership Skills

Essential Criteria

- Experience of managing, supporting and developing staff
- Ability to work positively, supportively and constructively with colleagues at all levels
- A clear commitment to inclusive practice and learner-centred provision

How identified: Application Form and Interview

Desirable Criteria

- Awareness of high-quality CPDL and professional growth opportunities
- Ability to promote active, experiential and problem-solving approaches to learning

How identified: Application Form and Interview

Personal Qualities and Leadership Disposition

Essential Criteria

- Highly motivated, positive and values-driven
- Calm, resilient and reflective when working under pressure
- Able to lead, inspire and influence others with credibility and warmth
- Creative and forward-thinking, with the confidence to innovate
- Approachable, with a good sense of humour and strong emotional intelligence
- Able to motivate and engage learners with complex needs
- Rigorous, organised and attentive to detail
- Sets and models high personal and professional standards
- Communicates effectively with staff, families, professionals and the wider community
- A strong awareness, understanding and commitment to inclusive practice and safeguarding

How identified: Application Form and Interview

Other Requirements

Essential Criteria

- A clear commitment to working in partnership with parents, governors and the wider community
- Willingness to contribute to occasional evening meetings and community events

How identified: Application Form and Interview

This person specification will be reviewed periodically and may be amended following consultation to reflect the evolving needs of Springside Primary Special School.