



# Deputy Headteacher



## St. Bede's Catholic School & Byron Sixth Form College

### Person Specification

Essential Criteria	Criterion No.	Attribute	Stage Identified
<b>Faith Commitment</b>	E1	A practising catholic (fulfilling the requirements of the diocesan briefing note)	A/I/R
	E2	Secure understanding of the distinctive nature of the catholic school and catholic education	A/I/R
	E3	Understanding of the leadership role in spiritual development of pupils and staff	A/I/R
	E4	Experience of leading school worship	A/I
<b>Qualifications</b>	E5	Qualified teacher status	A/CC
	E6	Degree	A/CC
<b>Professional Development</b>	E7	Evidence of appropriate professional development for the role of deputy headteacher	A
	E8	Evidence of recent leadership and management professional development	A/I/CC
	E9	Evidence of appropriate safeguarding training	A
<b>School Leadership and Management Experience</b>	E10	To have substantial and current experience as a senior leader	A/I/R
	E11	To have had active and effective leadership of a team/key stage/curriculum area/department	A/I/R
	E12	To have taken an active involvement in school self-evaluation and development planning	A/I/R
	E13	To have implemented and developed a whole school initiative	A/I/R
	E14	To have had responsibility for policy development and implementation	A/I/R
	E15	To have had experience of and ability to lead staff development effectively (e.g. Coaching, mentoring, inset for staff)	A/I/R
	E16	Knowledge and understanding of current educational issues	A/I

<b>Experience and Knowledge of Teaching</b>	E17	Significant teaching experience with outstanding practice and outcomes	A/I/R
	E18	To have a knowledge and understanding of all key stages in the school	A/I
	E19	To be able to effectively use data, assessment and target setting to raise standards/address weaknesses	A/I
<b>Professional Attributes</b>	E20	To have excellent written and oral communication skills (which will be assessed at all stages of the process)	A/I
<b>Application Form and Supporting Statement</b>	E21	The form must be fully completed and legible	A
	E22	The supporting statement should be clear, concise (within the required word count) and related to the specific post	A

Desirable Criteria	Criterion No.	Attribute	Stage Identified
<b>Faith Commitment</b>	D1	Involvement in parish community	A/I
<b>Qualifications</b>	D2	Postgraduate level qualification	A
	D3	Successful completion of Diocesan leadership programme	A
	D4	CCRS/CTC (or equivalent) or commitment to obtaining the certificate	A/CC/I
<b>School Leadership and management experience</b>	D5	Recent experience in a Catholic school	A
	D6	Experience of teaching in more than one school	A
	D7	Experience of monitoring staff performance	A/I

KEY – STAGE IDENTIFIED	
A	Application Form
I	Interview
R	References
CC	Checking Certificates

