**PERSON SPECIFICATION**

**Appointment of Deputy Headteacher**

Please write your supporting statement /letter giving evidence of how you meet each of the essential criteria.

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|  | Essential | Desirable |
| **Faith Commitment** |  |  |
| * 1. Practising and committed Catholic in good standing with the Church | √  R | Evidence of participation in parish or Catholic community life |
| * 1. A secure understanding of the distinctive nature of the Catholic school | √  A I |  |
| * 1. Understanding of the school’s role in the Catholic and wider community | √  A I |  |
| * 1. Ability to demonstrate care, compassion and reconciliation | √  A R |  |
| * 1. Ability to lead acts of worship in the Catholic school | √  I |  |
| **Qualifications and Training** |  |  |
| 1. Degree + QTS | √  AD |  |
| 1. Evidence of continuing professional development in preparation for DHT post | √  A |  |
| 1. Catholic Certificate in Religious Studies (CCRS) |  | √ |
| 1. Willingness to undertake CCRS within 2 years of appointment | √  A I |  |
| **Experience** |  |  |
| 1. At least 5 years teaching experience | √  ARI |  |
| 1. A record of successful teaching | √  ARI |  |
| 1. Experience of teaching more than one key stage |  | √  ARI |
| 1. Experience of effecting change in teaching, learning or curriculum either at   class, phase or whole school level | √  ARI |  |
| 1. Experience of leadership and management roles within a primary school; | √  ARI |  |
| 1. Involvement in school self-evaluation and development planning |  | √ |
| 1. Demonstrable experience of successful line management and staff development | √  ARI |  |
| **Professional Knowledge and Understanding** |  |  |
| 1. Understanding of high-quality teaching, and the ability to model this for others and support others to improve | √  AI |  |
| 1. Understanding of school finances and financial management |  | √  I |
| **Promoting the welfare of children** |  |  |
| 1. A good understanding of up to date policy and practice with regard to   Safeguarding | √  I |  |
| 1. A good understanding of wellbeing and child mental health issues |  | √ |
| **Professional Skills and Abilities-** |  |  |
| 1. Evidence of building effective working relationships, especially with the   Headteacher , staff, governors and parents | √  RI |  |
| 1. Data analysis skills, and the ability to use data to set targets and identify weaknesses | √  AI |  |
| 1. Effective communication skills | √  AI |  |
| 1. Ability to communicate a vision and inspire others | √  AI |  |
| **Personal Qualities** |  |  |
| 1. Evidence of leading by example; demonstrating good interpersonal skills, | √  RI |  |
| **Other** |  |  |
| 1. Understand and support the Catholic ethos of our Catholic School, including   the spiritual development of the pupils and the school’s role within the  community. | √  AIR |  |
| 1. Evidence of a strong commitment to Catholic education; | √  AIR |  |

A – Application form

D – Documents

I – Interview

R - References