

HILLINGDON PRIMARY SCHOOL

PERSON SPECIFICATION

EYFS YEAR GROUP LEADER / TLR 2b



	Essential	Desirable*	Evidence
Section 1: Core Professional Skills			
UK recognised qualified teacher status	x		Certificate
Degree or equivalent	x		Certificate
National Professional Qualification for Middle Leadership or equivalent <i>(successful candidates will have the opportunity to complete equivalent training if they do not already hold this qualification)</i>		x	Certificate
Quality first teacher (Teaching will be assessed by lesson observation)	x		Interview & Reference
Experience of teaching in Early Years and an understanding of the EYFS Statutory Framework	x		Application, Interview & Reference
Understanding of the Read, Write Inc. Phonics programme.		x	Application, Interview & Reference
Ability to mentor and coach others in the teaching of phonics and early reading.		x	Application, Interview & Reference
Ability to demonstrate you have used CPD opportunities to have a positive impact on teaching and learning in your class.	x		Application & Interview
Ability to demonstrate, through Performance Management, that you have excelled by being proactive and using your own initiative.	x		Application & Interview
An understanding of your class data: ability to identify strengths and areas for development.	x		Application & Interview
The promotion of high standards of behaviour and a positive ethos in the school. Leads by example.	x		Application & Interview
A hard working, <i>flexible</i> and enthusiastic approach to work.	x		Application, Interview & Reference

Section 2: Leadership skills that ensure the efficient operation of the year group			
The potential to lead a team and be able to give examples of how you can demonstrate this ability. Examples from outside teaching can be used.	x		Application, Interview & Reference
Demonstrates through their understanding of class data that he/she has the skills and knowledge needed to understand year group data.	x		Application, Interview & Reference
An ability to pre-plan in order to deploy resources efficiently and effectively to meet the specific objectives of the team.	x		Application, Interview & Reference
An ability to work as part of a team.	x		Application, Interview & Reference
An ability to work with the senior leadership team so that we are one team working towards a common vision. An ability to be honest with one another.	x		Application & Interview
An ability to be able to communicate effectively and give a consistent message that has regard to the school's ethos, aims and objectives.	x		Application, Interview & Reference
An ability to manage her/his own workload and work under pressure. This is particularly important if you wish to take on the additional responsibility of team leader.	x		Application, Interview & Reference
An ability to use specific strategies to manage the workload of others, for example, excellent communication, pre-planning the diary.	x		Application & Interview
Committed to safeguarding pupils and providing equal opportunities in both the curriculum and pastoral care – consider the specific needs of Pupil Premium Pupils.	x		Application & Interview
As a class teacher, has established excellent relationships with parents. In the role of year group leader, is prepared to listen and learn from members of staff who have expertise in establishing excellent relationships with parents.	x		Application, Interview & Reference
Value the needs of individual pupils and the diversity of their cultural backgrounds, providing equal opportunities in access to learning.	x		Application, Interview & Reference

*** (If applicants are not able to demonstrate these skills then they need to be prepared to develop them.)**

Please complete the personal statement on the application form; this does not need to be more than two sides of A4 and can be written as bullet points. Please concentrate on evaluating your skills and knowledge and giving examples of positive achievements.