

Person Specification

JOB TITLE:	Phase Leader
DATE:	March 2026
STATUS:	Final

Criteria	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
Knowledge and qualifications					
1. A DfE recognised and relevant teaching qualification.	E	✓			✓
2. Knowledge and understanding of relevant stages of the National Curriculum.	E	✓		✓	
3. Evidence of relevant and on-going professional development and training.	E	✓			✓
4. Is aware of current legislation, policies and guidance on the safeguarding of learners and the promotion of their well-being.	E			✓	
5. Knowledge of assessment procedures.	E	✓			
Experience					
6. Evidence of designing and teaching effective lessons and learning activities across the relevant curriculum, age and ability ranges including personalising learning to meet individual needs.	E	✓	✓	✓	
7. Evidence of delivering high quality teaching and learning across the primary age range which has a positive impact on learner outcomes.	E	✓		✓	
8. Experience of managing a team of other staff; innovating, inspiring and motivating others.	E	✓		✓	
9. Experience of analysing data to inform planning.	E	✓	✓		
10. Experience of leading and developing a particular curriculum area.	E	✓		✓	
Skills and competencies					

11. Ability to analyse relevant data to promote the highest possible aspirations for all learners within a specific phase.	E	✓	✓	✓	
12. Able to manage staff within a specific phase, and contribute to their professional development, including sharing effective practice.	E	✓		✓	
13. Understanding and ability to set realistic and challenging targets and frequently, accurately assess and review learners' progress.	E	✓		✓	
14. Able to communicate effectively with children, young people, colleagues and parents/carers, both written and verbal.	E		✓	✓	
15. Able to engage and motivate all learners with work that is challenging enough to meet the learners' needs.	E		✓	✓	
16. Able to create a purposeful and relational learning environment and set clear expectations for behaviour.	E	✓	✓		
17. Able to contribute to and support the development of the curriculum.	E	✓		✓	
18. Able to plan, organise, prioritise and manage time effectively for self and others.	E		✓	✓	
Other					
19. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.	E			✓	✓
20. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role.	E	✓		✓	✓
21. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role.	E				✓
22. Demonstrates a commitment to the NEAT values through professional conduct and collaborative practice.	E	✓		✓	