

Hounslow Heath School

Personal Specification

Key

A – Application form including letter of application

S – Selection process including teaching exercise

R – Employment references

C – Certificates

D – Enhanced Disclosure and Barring Service Criminal check

	Letter of Application	Essential	Desirable	Stage
1.	Well presented letter outlining skills, experience and educational philosophy	X		A
	Qualifications, Education and Training	Essential	Desirable	Stage
2.	Graduate in relevant subject with Qualified Teacher Status able to teach French at KS1 and KS2	X		A, C
3.	Recent relevant CPD	X		A, C
4.	Working towards further professional qualifications		X	A
	Experience and Knowledge	Essential	Desirable	Stage
5.	Minimum of 2 years experience as a teacher across KS1/2	X		
6.	Proven ability as an outstanding teacher of MFL with the French language	X		
7.	Excellent, up-to-date subject knowledge of the whole curriculum for primary age range	X		A, S
8.	Experience of meeting the needs of pupils with a variety of learning needs	X		A,S,R
9.	Experience of tracking pupil progress and using data to inform lesson planning	X		A,S,R
10.	Ability to support the professional development needs of colleagues		X	A,S,R
11.	Knowledge of approaches to school self-evaluation	X		A, S
12.	Experience in the delivery of CPD		X	A,S,R
13.	Experience in a management role		X	A,S,R
14.	Excellent knowledge of IT within the curriculum and as a management tool		X	A,S,R
	Skills	Essential	Desirable	Stage
15.	Ability to communicate effectively with a range of audiences, both verbally and in writing	X		A,S,R

16.	Ability to employ a range of teaching methods and adjust these to meet individual pupil need	X		A,S,R
17.	Ability to promote a high standard of literacy, articulation and proper use of standard English within lessons	X		S
18.	Ability to provide effective and constructive feedback to pupils	X		S
19.	Ability to motivate and manage all pupils effectively	X		S,R
20.	Ability to create effective and positive working with colleagues and senior staff	X		R
21.	Ability to establish and maintain an appropriate environment for learning in the classroom	X		S,R
Personal Attributes		Essential	Desirable	Stage
22.	Commitment to own professional development and willingness to undertake training	X		A,S,R
23.	Flexible and positive approach to tasks and working arrangements	X		S,R
24.	High level of personal effectiveness including organisational and communication skills	X		S,R
25.	Ability to act as a positive role model and demonstrate high personal standards	X		S,R
26.	Commitment to safeguarding pupils and suitability to work with young people	X		S,R,D
27.	Self-motivated and enthusiastic	X		S,R
28.	Calm and professional at all times and demonstrate resilience	X		S,R
29.	Demonstrate a solution focussed approach to problem solving	X		S,R
30.	Confidentiality at all times	X		S,R
31.	Be approachable	X		S,R
Commitments		Essential	Desirable	Stage
32.	Commitment to raising standards and achieving the best outcomes for pupils	X		A,S
33.	Equality of opportunity and inclusion	X		A,S

Employment references will be requested prior to the selection process and any issues arising from these will be discussed at interview. All appointments are subject to satisfactory references, DBS vetting and safer recruitment procedures.