

Person Specification: Deputy Headteacher

	ATTRIBUTE	Essential	Desirable	Stage Identified
TRAINING AND QUALIFICATIONS				
1	Qualified Teacher Status	E		AF, C
2	Degree	E		AF, C
3	Recent Participation of in-service training relevant to the post of Deputy Head Teacher within the last 3 years.	E		AF, R, P
KNOWLEDGE AND EXPERIENCE				
4	Demonstrate successful leadership at Senior Leadership level within the last 3 years.	E		AF, R
5	Demonstrate successful experience of leading a core subject within the last 3 years.	E		AF, R
6	Have experience of supporting vulnerable pupils, addressing barriers to learning e.g. behaviour, attendance or disadvantages.	E		AF
7	Proven management skills and a record of positive achievement.	E		AF, R
8	Proven recent experience of working as an outstanding practitioner in more than one Key Stage and recent and successful experience of teaching in Key Stage 2.	E		AF, R
9	Recent experience of and demonstrable impact in improving teaching and learning.	E		AF, R
10	To have effectively managed whole school change e.g. introduced a new initiative or developed a strategy that has had a significant positive impact on children's learning, and delivered in-service training.		D	AF, I, R
11	Involvement with the school-improvement planning process, and the monitoring and evaluation process.	E		AF, I, R
12	Involvement in working with the Local Academy Council (Governing Body).		D	AF, I, R
13	Recent demonstrable evidence of inclusive educational practice within a school.	E		AF, I, R
14	Evidence of a willingness to commit to self-evaluation and improvement in relation to the SIAMS framework.	E		AF, P, I, R
PROFESSIONAL KNOWLEDGE AND UNDERSTANDING				
<i>Applicants should be able to demonstrate good knowledge and understanding of the following areas relevant to primary education development.</i>				
15	Full knowledge of children's educational and personal development.	E		AF, I, R
16	Experience of implementing and leading effective school development plans.	E		AF, I, R
17	Curriculum and assessment, including subjects and cross-curricular aspects.	E		AF, I, R

18	Detailed knowledge of teaching and learning strategies and systems to support school improvement outcomes.	E		AF, I, R
19	A full understanding of systems and processes to improve staff performance.	E		AF, I, R
20	Local and national policies, priorities and statutory frameworks including the Early Years Foundation Stage.	E		AF, I, R
21	Demonstrate a proficiency of data analysis, evaluating tracking information and developing assessment procedures that impact on pupil outcomes.	E		AF, I, R
22	Knowledge and understanding of safeguarding procedures.	E		AF, I, R
PERSONAL SKILLS AND ABILITIES				
<i>Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post.</i>				
23	Excellent communication skills to a range of audiences, both written and verbal.	E		AF, P, R
24	Highly effective interpersonal skills. Establish and develop good relationships parent, staff and governors, which enable you to deal with potentially difficult situations and conversations.	E		AF, I, R
25	Ability to motivate and inspire all members of the school community.	E		AF, I, R
26	Effective ICT skills and a willingness to embrace new technologies as they emerge.	E		AF, I, R
27	Effective and efficient organisational skills to achieve strong professional outcomes.	E		AF, I, R
28	A passion and motivation to work with children and always go the 'extra mile.'	E		AF, I, R
29	A team player, leading by example and nurturing others.	E		AF, I, R
OTHER REQUIREMENTS				
30	Application form is completed in full.	E		AF
31	Applications should address the criteria identified in the person specification and be relevant to the school.	E		AF
CONFIDENTIAL REFERENCES AND REPORTS				
32	Written references only.	E		R
33	Confirming professional and personal knowledge, skills and abilities referred to above.	E		AF, R
34	Positive recommendation from current employer.	E		R

Key: Stage Identified

AF	Application Form
C	Certificates
P	Presentation
I	Interview
R	References

Issues arising from references will be taken up at interview, The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful enhanced DBS clearance (certificate of disclosure from the Disclosure and Barring service) and pre-employment checks will be undertaken before an appointment is confirmed.