**Blessed John Duckett RC Primary School**

DEPUTY HEADTEACHER CRITERIA FOR APPOINTMENT

Please note source of evidence of fulfilled criteria:   
Application Form - A Letter – L Statement – S References – R Interview - I

**TRAINING AND QUALIFICATIONS**

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Evidence** |
| Practising Catholic | **E** | **R** |
| Qualified teacher status | **E** | **A** |
| Degree | **D** | **A** |
| CCRS/CTC or commitment to obtain the certificate | **E** | **A** |
| Professional development or training undertaken in preparation for deputy headship in a Catholic School | **D** | **A/I** |

**EXPERIENCE OF TEACHING AND EDUCATIONAL LEADERSHIP**

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Evidence** |
| Experience of assistant headship | **D** | **L/S/I/R** |
| Other leadership and management experience | **E** | **L/S/I/R** |
| Evidence of implementation of change | **D** | **L/S/I/R** |

**PROFESSIONAL KNOWLEDGE AND UNDERSTANDING**  
[Compiled with reference to the National Standards]  
The successful candidate will be able to demonstrate skill, knowledge and understanding in the areas listed below.

|  |  |  |
| --- | --- | --- |
| **A distinctive personal vision for a Catholic school** | **Essential or Desirable** | **Evidence** |
| * A clear vision for an effective Catholic school * The role of the deputy in leading the spiritual development of pupils and staff * The central place of Religious Education as a core subject in the school’s curriculum * The implications for a Catholic school in a diverse community * Current educational issues, including national policies, priorities and legislation and any implications of these for Catholic schools * Strategies for strengthening a school’s link with the wider community including parents, carers and parish * The partnership between the school and the parish community * Leading collective worship | **E**  **E**  **E**  **D**  **D**  **E**  **E**  **E** | **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R** |

|  |  |  |
| --- | --- | --- |
| **The process of strategic planning for school improvement** | **Essential or Desirable** | **Evidence** |
| * The principles and practice of effective school self-evaluation including data analysis * The principles and practice of effective teaching, learning and assessment * Strategies to promote and sustain individual and team professional development * Evidence of raising attainment | **E**  **E**  **E**  **E** | **L/S/I/R**  **L/S/I/R**  **L/S/I/R**  **L/S/I/R** |

**PERSONAL AND PROFESSIONAL QUALITIES AND ATTRIBUTES**

The successful candidate will be able to provide evidence of personal capacity to:-

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Evidence** |
| * Communicate effectively to a range of audiences and in a range of media | **E** | **L/S/I/R** |
| Build and maintain effective relationships   * Prioritise, plan and organise themselves and others * Seek and take account of the views of others * Develop effective teamwork | **E**  **E**  **E** | **L/S/I/R L/S/I/R**  **L/S/I/R** |
| * Convey personal enthusiasm and commitment | **E** | **L/S/I/R** |

**APPLICATION FORM AND LETTER**

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Evidence** |
| * Application form to be completed in full and legible | **E** | **A** |
| * Supporting statement to be clear, concise and related to the specific post and appointment criteria (two sides of A4; font 12; portrait) | **E** | **L/S** |

**CONFIDENTIAL REFERENCES AND REPORTS**

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Evidence** |
| * A positive and supportive written faith reference from a priest where the applicant regularly worships. | **E** | **R** |
| * A positive recommendation from current employer or Headteacher | **E** | **R** |
| * A second professional reference | **D** | **R** |