ST. HELEN’S PRIMARY SCHOOL

SPECIFICATION FOR THE POST OF DEPUTY HEADTEACHER

|  |  |  |  |
| --- | --- | --- | --- |
|  | **ESSENTIAL** | **DESIRABLE** | **METHOD OF ASSESSMENT** |
| **Application** | * Well-structured supporting letter indicating evidence of impact on attainment and progress that has resulted in sustained improvement in pupil achievement. |  |  |
| **Qualifications** | * QTS * Degree * NPQML/NPQSL or evidence of further study/qualifications – this could be ongoing * DBS | * NPQH | * Application * Reference * Certificates |
| **Experience** | * Experience of working across the Primary Age Range * Outstanding classroom practitioner * Demonstrable evidence of Senior Leadership experience e.g. SLT, Assistant Head, Deputy Head involving a range of School Self Evaluation exercises * Effective leadership in raising standards of ‘Teaching and Learning’ * Experience of the successful, effective management of change * Experience of improving the skills of other practitioners through the development of innovative learning and teaching * Effective line management of staff * Experience of promoting safeguarding procedures in school | * A range of leadership, management and teaching experience in more than one context * Experience of impacting and working in a wider context than an individual School | * Application * Task * Interview * References |
| **Professional Knowledge/**  **Understanding and general competencies** | * Experience of planning and managing high quality training and sustained professional development which significantly impacts on practitioners * Curriculum management that has resulted in successful change and improvement on provision for all * Up to date knowledge and understanding of current developments, pedagogy and initiatives within education, including Curriculum and Assessment * Excellent understanding of inclusion and breaking down barriers for pupils and families * Lead by example with integrity, creativity, resilience and clarity * Promote an ethos and culture that is firmly rooted in professionalism and which all staff are motivated, supported and valued * Ability to analyse and evaluate School Self-evaluation processes including the use of external and internal data in order to accurately prioritise strategic leadership objectives * A clear vision and understanding of the needs of all pupils in order to close gaps in achievement * Detailed knowledge of the structure and content of the Primary Curriculum * Understanding and knowledge of SEND Code of Practice * Excellent knowledge and understanding of diversity and equality requirements * Excellent strategies for behaviour for learning * Ability to think strategically | * Knowledge and understanding of budget management * Knowledge and understanding of the Role of the Governing Body * Impact of initiating, developing and leading on an initiative/project beyond own school | * Application * Task * References * Interview |
| **Personal qualities, skills and characteristics** | * Evidence of being able to sustain effective working relationships with staff, Governors, parents and the wider community * Ability to work to deadlines and prioritise work * Flexibility and adaptability * Positive approach to all work * Enthusiasm and humour * Integrity, honesty and openness |  | * Application form * Interview * References |
| **References** | * Recommendation from both referees | * Strong recommendation | * References |