

## Person Specification – Assistant Headteacher

1	Demonstrable track record of excellent teaching practice.
2	Evidence of successful leadership and management experience in a primary school.
3	Holding and articulating a clear vision, values and moral purpose, demonstrating optimistic personal behaviour, and positive relationships and attitudes.
4	Significant experience in evaluating and using data in a primary school.
5	Experience of leading staff training and development.
6	Excellent communication skills and proven ability to listen to, understand and work effectively with all pupils, staff, governors and parents.
7	The ability to foster an open, transparent and equitable culture and deal effectively with difficult conversations and conflict at every level.
8	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> <li>motivation to work with children and young people</li> <li>ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>emotional resilience in working with challenging behaviours</li> <li>attitude to use of authority and maintaining discipline.</li> </ul>

The following methods of assessment will be used:

Method	
Letter of application	Yes
Lesson Observation in current school	Yes
Informal meeting with Leadership Team	Yes
Data analysis and book scrutiny task	Yes
Interview	Yes



### **Additional Requirements**

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	Medical clearance
4	Professional registration/QTS check with the National College for Teaching and Leadership
5	Two references from current and previous employers (or education establishment if applicant not in employment)