

## Archibald First School

### Deputy Headteacher

### Person Specification

#### Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the Application Stage:

#### Essential

1	A DFE recognised and relevant teaching qualification
2	Demonstrable track record of excellent teaching practice, which successfully impacted on learner outcomes for all pupils by providing engaging and inspirational activities and personalising learning for individual needs
3	Evidence of a commitment to promoting the welfare and safeguarding of children
4	Experience, and evidence, of successful leadership in a promoted/senior post in a school covering the primary age range
5	Ability to provide strong leadership and effectively manage a team of staff
6	Models good practice and leads by example with integrity, positivity, resilience and clarity
7	Able to cover in the absence of the Headteacher
8	Experience of analysing pupil progress and data and the ability to successfully set measurable targets and establish interventions to promote pupil outcomes
9	Proven ability of leading a key curriculum area including on-going monitoring and evaluation of the impact across the primary age range
10	Evidence of knowledge and understanding of current, national and local education policy, curriculum and management issues and their significance for the leadership and management of the school
11	Evidence of on-going professional development

#### Desirable

12	Recent experience of class based teaching in Key Stage 1 or Lower Key Stage 2
13	Proven track record of effective working with Governing bodies, parents and the wider community
14	Experience of leading staff training and the development of staff; including performance management and evidence of the ability to hold staff to account
15	Evidence of supporting a culture of self-evaluation and demonstrable commitment, engagement and involvement in the school development planning process
16	Experience of working in strategic partnership with other agencies or professionals to ensure the best outcomes for children and young people

## Part B: Assessment Stage

*In addition to* the above criteria listed within the application stage, the criteria below will be further explored at the Assessment Stage:

### Essential

1	Have positive, inclusive values, attitudes and high expectations for all learners
2	Able to contribute effectively to the management, organisation and running of the school
3	Able to assist in the development and implementation of school aims, objectives, procedures, policies and practices
4	Able to innovate and motivate, lead and manage other staff
5	Be a leader who ensures the involvement and commitment of all team members in both teaching and learning and positive attitudes towards behaviour management
6	Personal drive to effectively plan workload and set priorities for self and others
8	Thorough understanding of how young people learn and the core features of effective curriculum planning, delivery and assessment across the primary age phase
9	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>
10	Excellent communication skills that are effective for a range of audiences including how best to approach difficult or sensitive issues
11	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post

The following methods of assessment will be used:

Method		Method	
Interview	Yes	Task with discussion	Yes
Lesson Observations	Yes	Presentation	No

**Part C: Additional Requirements**

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

1	Enhanced Disclosure and Barring Service Check
2	Additional criminal record checks if applicant has lived outside the UK
3	DBS Barred List Check
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)
6	Right to work check and any other statutory check required by an educational establishment