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**Ridgeway Primary Academy**

**Assistant Head Teacher**

#### PERSON SPECIFICATION

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| **Area** | **E = Essential Criteria D = Desirable Criteria** | | |
| **Criteria** | Attribute | **Stage Identified** |
| **Qualifications & Education** | E  E | Recognised Teaching qualification  Evidence of commitment to continuous professional development | A/C  A/C |
| **Experience & Knowledge** | E  E  E  E  E  E  E  E  E  E | Substantial and successful teaching experience  Experience of successful key stage and/or subject leadership and management  Significant experience of teaching in more than one key stage  Experience of leading and managing staff, including building effective teams, building capacity in staff and performance management  To have taken an active involvement in school self-evaluation, improvement and development planning  Ability to effectively use data, assessment and target setting to raise standards/address weaknesses  Experience of monitoring teaching and learning  Ability to initiate innovative and creative curriculum design to meet the needs of all pupils  Experience of partnership working with parents and the wider community, including external agencies  Understand the role of an Academy Trust | A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R |
| **Skills** | E  E  E  E  E  E | Ability to provide leadership and management in a school wide setting  Ability to work with others to set appropriate targets for school improvement and to establish, monitor and evaluate an action plan in relation to those targets  High order communication and interpersonal skills  Ability to accurately assess the quality of teaching and learning across the whole school  Successful record of developing colleagues through effective professional development linked to appraisal  To work to high professional standards, leading by example and holding all staff to account for their professional conduct and practice | A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R |
| **Personal Attributes** | E  E  E  E  E | An ability to lead and manage others  A commitment to demand and achieve ambitious standards for pupils through setting challenging goals and targets  A commitment to work with the wider leadership team, Tyne Coast Academy Trust, Trustees and the Local Governing Body to set school strategy and enable effective governance  A commitment to maintaining confidentiality at all times  A commitment to leading the safeguarding of all students and promoting the welfare of children and young people | A/I/R  A/I/R  A/I/R  A/I/R  A/I/R |

**Other Requirements**

Application forms should be clear and concise, should be complete in full and should include a personal statement to address the criteria as identified in the personal specification. Covering letter should be no more than one side of A4.