

Seaham Trinity Primary School

Deputy Headteacher: Person Specification

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|  | Essential | Desirable | Method of Assessment |
| Application | * Completed application form outlining how you meet the person specification * Well-structured supporting letter indicating evidence of impact in attainment and progress that has resulted in sustained improvement in pupil achievement (No more than 1000 words) * Fully supported in reference |  |  |
| Qualifications/ Professional Development | * Qualified teacher status * Evidence of continuing professional development relating to school leadership and management, and/or curriculum/teaching and learning. * Ability to identify own learning needs and to support others in identifying their learning needs. | * Further award bearing professional study- NPQH, MA, National College Leadership | * Application form * Selection Process * Certificates |
| Experience | * 5 years of successful primary school education teaching in the UK. * Excellent classroom practitioner * Recent primary school leadership as curriculum subject lead, phase leader, assistant Headtecaher or deputy head teacher. * A good understanding of whole school issues. * Experience of managing safeguarding. * Working with parents positively * Experience of the successful leadership of change | * A range of leadership, management and teaching experience in more than one context * Experience of working in a large primary school , Nursery through to year 6 * Teaching experience in more than one Key Stage | * Application Form * Interview * Practical task * References |
| Strategic leadership | * Articulate and share a vision of primary education within the contexts of the school’s aims. * Ability to articulate and share a vision of primary education within the context of the school’s aims. * Ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of the school. * Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement. * Understanding of and commitment to promoting and safeguarding the welfare of pupils. * Experience of planning and managing high quality training and sustained professional development | * Significant contribution and evidence of impact to the professional development of other colleagues in school * An inspirational subject leader (please specify subject) * Ann innovative approach to the development of an enriched curriculum | * Application form * Interview * Practical Task * References |
| Accountability | * Communicate effectively, verbally and writing to a range of audiences. * Articulate an understanding of the role of supporting the head teacher in the daily running of the school. * Understand the role of Ofsted and the responsibilities of leaders. | * Experience of presenting reports to governors, senior leaders, staff and external agencies. * Leading sessions to inform parents. | * Application form * Interview. * Practical task * References |
| Skills and Knowledge | * Ability to lead by example with integrity, creativity, resilience and clarity * 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 * Ability to initiate and lead change by inspiring and influencing others * Ability to promote high quality care, guidance and support for pupils and parents * A clear vision and understanding of the needs of all pupils in order to close gaps in achievement * Lead, model and manage positive behaviour. | * Knowledge and understanding of administration and budget management processes | * Application form * Interview * Practical task * References |
| Personal qualities | * Evidence of being able to build and sustain effective working relationships with staff, Governors, parents and the wider community. * Flexibility and adaptability in order to be able to mix with a wide range of people * Be an ambassador for the school within the wider community * Stamina and Resilience. * Loyalty and ability to respect confidentiality. | * Willingness to immerse themselves into the culture of the school and community. | * Application form * Interview * Practical task * References |

Any relevant issues arising from references will be taken up at interview.

Seaham Trinity Primary school is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.