**DEPUTY HEAD TEACHER**

## PERSON SPECIFICATION

# BULLION LANE PRIMARY SCHOOL

**[A] TRAINING AND QUALIFICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source  A - application  I - interview  R - references  P – presentation  T-Task observation |
| Qualified teacher status | X |  | A |
| Degree | X |  | A |
| National SENCO award  ***If not already achieved, the SENCO award must be completed, if successful)*** | X |  | A |
| Recent participation in a range of In-service training relevant to the post of Deputy Head Teacher within the last 3 years |  | X | A |
| Trained or is willing to be trained in Team Teach | X |  |  |

**[B] EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source |
| Leadership experience at Deputy, Assistant Head or Senior Teacher level | X |  | A, I, R |
| Recent experience of leading a core subject/aspect | X |  | A, I, R |
| Proven recent experience of working in a key phase of a primary school | X |  | A, I, R |
| Experience of working in more than one key stage (Foundation, key stage 1, key stage 2) i.e. in the last 5 years |  | X | A, I, R |
| Demonstrable success in raising standards through the implementation of developing a highly successful intervention programme |  | X | A,I,R,P |
| Experience of developing a highly exciting and innovative curriculum which reflects the new high demands of the National Curriculum especially for SEND pupils | X |  | A,I,R, P |
| Excellent classroom practitioner | X |  | A, I, T, R |
| Experience of monitoring, evaluation and feedback |  | X | A, I, R |

**[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING**

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the specific phase.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source |
| A comprehensive understanding of assessment including a detailed knowledge of tracking systems and how this impacts on pupil outcomes | X |  | A, I, R,P |
| A full understanding of systems and processes to improve staff performance. | X |  | A, I, R |
| To fully understand the national and local education agenda so that sensible and effective school improvement plans can be implemented. | X |  | A, I, R |
| A detailed knowledge of teaching and learning strategies and systems to support school improvement. | X |  | A, I, R, P |
| A full understanding of the role of SENCO and an excellent knowledge of the procedures and documentation used | X |  | A,I, R, P |
| A good understanding of the PSHE and RSHE curriculums, and the integration of these into planning | X |  | A, I, R, P |
| A detailed knowledge of Child Protection procedures and documentation of how to support families and Children in Need | X |  | A,I,R |
| Knowledge and understanding of safeguarding procedures | X |  | A, I, R |

**[D] PERSONAL SKILLS AND ABILITIES**

Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post:

|  |  |  |  |
| --- | --- | --- | --- |
| e.g. | Essential | Desirable | Source |
| A passion and motivation to work with children | X |  | I,R |
| Effective oral and written communication skills with an ability to negotiate at all levels | X |  | I, R, |
| Empathise with, and be able to communicate effectively parents often about sensitive and emotional issues. | X |  | A,I, R |
| High personal standards of integrity | X |  | I, R,P |
| Be able to build effective teams and have consideration of the views of others. | X |  | I, P, R |
| High expectations and show enthusiasm, adaptability and resilience | X |  | I, T, P |
| Be ‘e’ confident and understand future technology in an educational context. | X |  | A, I, T, P |

**[E] OTHER REQUIREMENTS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Source |
| Application forms should be completed in full | X |  | A |
| Supporting letters should be clear, concise and address the key criteria in this person specification. | X |  | A |
| Must demonstrate relevant experience linked to the job description and person specification | X |  | A |
| The letter should be no longer than 3 sides of A4 in font size Arial 12 | X |  | A |

**Please note: no CV’s or additional information should be submitted other than that requested above.**

**[F] CONFIDENTIAL REFERENCES AND REPORTS**

|  |  |
| --- | --- |
|  | Essential |
| Written reference(s) only | X |
| Confirming professional & personal knowledge, skills & abilities referred to above. | X |
| Positive recommendation from current employer. | X |