



Grestone Academy
Part of Hamstead Hall Academy Trust

PERSON SPECIFICATION

Assistant Head of School – Phase Leader – EYFS & Year 1

	ESSENTIAL	DESIRABLE
Initial Qualifications	<ul style="list-style-type: none"> *An Honours Degree *Qualified Teacher status. *Successful completion of induction 	<ul style="list-style-type: none"> *Evidence of personal commitment to continuous professional development *Leadership course attendance within past two year
Experience	<ul style="list-style-type: none"> *Successful primary teaching experience **Understanding of how children learn in a high achieving and successful school **Responsibility for leading a core subject across the school. **Building and sustaining effective working relationships with staff, governors and parents in the wider community. **Knowledge of Child Protection procedures **Successful team member in a professional setting 	<ul style="list-style-type: none"> *Former responsibility at phase or whole school level for raising standards *Experience of leading teams to achieve a specific outcome for children **Evidence of the development of policy or curriculum schemes of work *Successful teaching experience in more than one phase *Experience of working closely with parents to improve the educational outcomes of pupils
Skills/Aptitudes	<ul style="list-style-type: none"> **Evidence of strong professional subject knowledge **Understanding of new OFSTED framework regarding learning and teaching and leadership and management **Ability to plan lessons effectively for all pupils in a class, setting clear learning intentions and differentiating tasks and ability to demonstrate best practice to colleagues **Knowledge and understanding of positive behaviour strategies and dealing with specific behaviour issues **Ability to challenge and inspire colleagues **Strong ICT skills including the use of interactive whiteboard for teaching **Clear understanding and commitment to safeguarding procedures **Ability to analyse data and pinpoint key issues to inform staff of the way forward. 	<ul style="list-style-type: none"> **An understanding of delegated leadership and its challenges **Evidenced experience of raising standards within key whole school priorities **An understanding of/and experience of working towards whole school awards **Ability to raise school achievement through wider professional input

Personal Qualities	<p>**To relish challenge and perform effectively in this significant key role</p> <p>**Ability to take responsibility for others' performance</p> <p>**To be able to lead by example</p> <p>**Tenacity and commitment while working under pressure</p> <p>**Ability to think strategically</p> <p>**Ability to organise, prioritise and delegate</p> <p>**The ability to synthesise information quickly and effectively whilst maintaining an intensive workload</p> <p>**Ability to manage time effectively and work to deadlines</p> <p>**Good team player</p> <p>**Ability to enthuse and motivate</p> <p>**A commitment to providing extra-curricular activities and an understanding of its impact upon school ethos</p> <p>**Good communication skills both orally and in writing</p>	<p>**Ability to lead effective meetings with a clear agenda</p> <p>**Have a personal impact and presence</p> <p>**Ability to self-manage</p>
Other	<p>**A commitment to involve pupils, parents, Governors and the community in the work of the academy.</p> <p>**Promotion of positive behaviour strategies and constructive handling of problems.</p> <p>*Commitment to inclusive practices</p> <p>**An awareness, understanding and commitment to equal opportunities.</p>	<p>**Governance experience/involvement with governors</p>
Physical Requirements	<p>"...maintain high standards in their own attendance and punctuality" (Teachers standards 2012)</p> <p>Professional appearance</p>	
Contra-indications	<p>*Criminal convictions involving offences against children</p>	

Those elements marked *will be assessed in your application.

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March 2018