

Cobourg Primary School
Person Specification: AHT Position



Criteria	Essential	Desirable
Safeguarding Children	<ul style="list-style-type: none"> • The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. • The successful candidate will require an enhanced DBS clearance • The successful candidate will be committed to supporting the school's policy on safeguarding 	
Prerequisite	<ul style="list-style-type: none"> • Satisfactory enhanced DBS check and references 	
Qualification	<ul style="list-style-type: none"> • QTS – graduate or teachers' certificate • Evidence of continuing & recent further professional development and qualifications relevant to the post • Recent, relevant in-service training – particular in relation to teaching and learning and assessment and in relation to leadership and management eg Leading from the Middle NCSL/IOE 	Middle Leadership qualification e.g. LFTM
Experience	<ul style="list-style-type: none"> • Recent successful experience as a Team/Phase/Curriculum Leader • An outstanding classroom practitioner who is able to help develop and improve the practice of others • Current experience of planning and delivering high quality lessons within the Primary School • Excellent knowledge of the primary curriculum • Thorough knowledge of assessment procedures/data analysis and improvement process • Extremely high expectations for pupils learning and behaviour • Significant experience of working as a key curriculum leader in a primary school • Evidence of being an excellent classroom practitioner in a primary school • Experience as a current or recently practicing team builder/leader/manager • Experience of working with children across the primary age range • Experience of working with parents and carers, outside agencies, in partnerships and collaboration to secure achievement, enrichment opportunities and resources for children • Experience of being a performance manager • Experience of delivering training for others • Experience observing and feeding back to teaching and support staff • Experience and understanding of designing and implementing a 21st century curriculum for 21st century learners 	OTP experience
Knowledge/skills understanding	<ul style="list-style-type: none"> • A good understanding of the challenges facing primary education • Knowledge of the National Curriculum & Early Learning Goals • Ability to articulate and demonstrate the characteristics of effective planning, teaching and learning and assessment strategies for pupils of all abilities • Ability to analyse and report on data to inform about progress, attainment and impact within areas for which you are responsible • Able to effectively manage children's behaviour in a positive way and to promote good relationships and good behaviour • Able to work as part of the senior leadership team and take responsibility • Highly developed interpersonal skills – able to talk effectively to children, parents, governors, external professionals and colleagues • Able to liaise effectively with agencies, build good working relationships and report with colleagues 	

	<ul style="list-style-type: none"> • Excellent written and verbal communication and able to help the school raise standard of achievement • Able to produce careful, accurate, positive and well written reports, Policies, guidance, letters and memos • Able to understand and use data and to use a range of sources of evidence to make judgements and identify next steps (e.g RaiseOnline, Lesson Observations, work samples...) • Confident in use of ICT as a teaching, learning, communication and administrative tool • Able to multi-task and to effectively manage a wide and extensive portfolio 	
Vision	<ul style="list-style-type: none"> • To have very high expectations of everyone connected with the school • To be fully committed to promoting excellence and an environment where all children achieve their full potential • To be able to innovate, seek solutions, make effective plans and evaluate successes 	
Leadership	<ul style="list-style-type: none"> • To support the Head Teacher in providing a clear vision and direction for the development of curriculum • Possesses a proven ability to motivate, inspire and encourage children and staff to develop effective relationships • Ability to successfully lead a team • Support and challenge staff with new and ongoing initiatives • Excellent interpersonal skills • The capacity to plan, lead and develop INSET 	Middle/ senior leadership experience
Personal Attributes	<ul style="list-style-type: none"> • To have good personal presence and a sense of humour • To be approachable, accessible and flexible • To be able to work on own initiative • To demonstrate flexibility appropriate to circumstances • To be passionate about ensuring excellence for all • To communicate enthusiasm and energy • To be able to develop and maintain effective relationships with all stakeholders • Enjoys working with children and staff • Committed and reflective • Creative, warm, engaging, transparent and intelligent • Well organised, calm and very positive, confident and assuring • Able to quickly engage and build appropriate relationships and with children, staff and various stakeholders. • Team player • High level of emotional literacy • Able to lead, encourage, inspire, motivate staff • Dependable and reliable, with an excellent record of attendance (above 95%) • Willing to go the extra mile, have a high level of stamina, energy and determination • Effective team leader/member and a model of professionalism • Flexible, able to respond quickly to changes and think on your feet • Sense of humour 	