

## Vice Principal - Person Specification

*This Person Specification reflects and references the 'National standards of excellence for headteachers' (DfE, Jan 2015 publication no. DFE-00019-2015).*

	E = Essential D = Desirable
<b>Qualifications</b>	
Honours degree level qualification	E
QTS	E
NPQH	D
Evidence of appropriate CPD	E
Current safer recruitment training	D
Current Child Protection qualification	D
<b>Knowledge</b>	
Governance structure and operation	E
Safeguarding requirements and systems	E
School performance measures and tracking systems	E
School pastoral and SEND support systems	E
Staff appraisal systems	E
Curriculum requirements (statutory) and planning	E
Current learning and teaching quality performance measures	E
School funding processes and financial systems	D
Timetable and Curriculum Planning	D
Academy Trust structure and operation	D
School admissions processes	D
National developments and priorities in education	E
<b>Qualities</b>	
Ambition, drive and determination to develop the School from plan to operation	E
Outstanding leadership skills to build and develop effective teams within the new school, delegating where appropriate, holding to account and delivering on objectives	E
Absolute commitment to delivering an outstanding education for all students	E
Strong personal commitment to supporting the aims of the Trust	E
Excellent communicator, capable of inspiring and engaging all stakeholder groups including students, parents/carers, staff, governors and other local groups	E
Flexibility and adaptability to meet each and every challenge during the Schools development phase	E

	<b>E = Essential D = Desirable</b>
<b>Experience</b>	
Senior leadership experience at Assistant Principal/Assistant Headteacher level or higher	<b>E</b>
Active membership of Governing Body and Governing Body Committees	<b>D</b>
Proven record of proposing and delivering school improvement initiatives	<b>E</b>
Proven record of raising student achievement (progress and attainment)	<b>E</b>
Proven record of raising the quality of teaching	<b>E</b>
Line management of substantial curriculum areas	<b>E</b>
Management of student behaviour and ethos	<b>E</b>
Line management of staff: driving staff development	<b>E</b>
Line management of staff: addressing underperformance	<b>E</b>
Proven record of effective engagement with parents/carers	<b>E</b>
Creation and development of successful partnerships with community groups	<b>D</b>