

**Person Specification for Deputy Headteacher of Athersley South Primary School**

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| **Employee Specification**  When filling in the application form, please demonstrate with clear, concise examples how you meet the requirement of the post. You will be assessed in relation to the essential criteria. Please bear in mind that you must possess the essential criteria on day one in order to do the job. If there are large number of applicants for the post then all of the criteria will be used for shortlisting. Under the disability discrimination act, we recognise and welcome our responsibility to remove any barriers in our recruitment and selection process. We have tried to assess this in our job description and employee specification, however if you feel that there are barriers, please tell us in the application form. As part of the DDA we are committed to making reasonable adjustments, wherever possible and it would help us to know your needs in order to do this. |

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| **Post Title:**  Deputy Headteacher | **School:**  Athersley South Primary | **Leadership Pay Spine L8 to L12** |

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| **Criteria No.** | **Attributes** | **Criteria** | **How identified** | **Rank** |
| 1 | Qualification Requirements | Qualified Teacher Status | Application form/ Certification | Essential |
| 2 | Evidence of further professional development | Application Form | Essential |
| 3 | Further professional qualifications | Application form/Certification | Desirable |

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|  | **Knowledge and Understanding** | |  |  |
| 4 | Knowledge/Experience | Substantial primary experience | Application form/Interview | Essential |
| 5 | Experience | Experience of teaching in 2 key stages | Application form/Interview | Desirable |
| 6 | Knowledge/Experience | Excellent classroom practitioner | Application form/Interview | Essential |
| 7 | Is committed to: | High expectations for all learners and a commitment to inclusion | Application form/Interview | Essential |
| 8 | Knowledge/Experience | An understanding of the use of performance data for school improvement | Application form/Interview | Essential |
| 9 | Knowledge/Experience | Proven experience of leading and managing whole school improvement successfully in teaching and learning | Application form/Interview | Essential |
| 10 | Knowledge/Experience | Evidence of impact on raising standards in a specific responsibility area i.e. core subject | Application form/Interview | Essential |
| 11 | Knowledge/Experience | Experience of whole school curriculum management leading to school improvement | Application form/Interview | Essential |
| 12 | Knowledge/Experience | Excellent understanding of effective teaching and learning strategies | Application form/Interview | Essential |
| 13 | Knowledge/Experience | Good understanding of target setting and tracking | Application form/Interview | Essential |

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|  | **Leadership and Management** | |  |  |
| 14 | Knowledge/Experience | Leadership and management experience for example leading a subject | Application form | Essential |
| 15 | Knowledge/Experience | Awareness and understanding of whole school issues | Application form/Interview | Essential |
| 16 | Professional Qualities | Demonstrate high expectations of staff and hold others to account | Application form/Interview | Essential |
| 17 | Is committed to: | Ability to set and meet challenging targets for pupils and the school | Interview | Essential |
| 18 | Professional Qualities | Ability to analyse, prioritise and meet deadlines | Application form/Interview | Essential |
| 19 | Knowledge/Experience | Experience of supporting staff in their development | Interview | Essential |
| 20 | Knowledge/Experience | Experience of staff induction and performance management | Application form | Desirable |
| 21 | Knowledge/Experience | Experience of whole school review and self-evaluation | Application form/Interview | Desirable |
| 22 | Knowledge/Experience | Experience of having led whole school initiatives | Application form/Interview | Essential |
| 23 | Professional Qualities | Demonstrate the ability to motivate, promote good relationships and effectively communicate with all stakeholders | Interview | Essential |
| 24 | Is committed to: | Demonstrate a commitment to working with outside agencies other schools and the community | Interview | Essential |
| 25 | Knowledge/Experience | Experience of safeguarding and promoting the welfare of children including their mental health and well-being | Application form | Essential |

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|  | **Personal Qualities** | |  |  |
| 26 | Knowledge/Experience | Enthusiastic and proactive | Application form/Interview | Essential |
| 27 | Knowledge/Experience | Approachable, caring , empathetic | Application form/Interview | Essential |
| 28 | Knowledge/Experience | Works well in a team | Application form/Interview | Essential |
| 29 | Professional Qualities | Is flexible, listens and is prepared to seek and act on advice | Application form/Interview | Essential |
| 30 | Is committed to: | Committed to continuing professional development for self and others | Interview | Essential |
| 31 | Professional Qualities | Committed to active parental involvement | Application form/Interview | Essential |
| 32 | Knowledge/Experience | Creative approach to teaching, committed to making learning fun | Application form/Interview | Essential |
| 33 | Professional Qualities | Able to deal sensitively with people and resolve conflict | Interview | Essential |
| 34 | Is committed to: | Commitment to extra-curricular activities | Application form/Interview | Desirable |

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|  | **Safeguarding and Promoting the Welfare of Children**  Works in partnership with the Governing Body to ensure the welfare and safeguarding of children and vulnerable adults is a priority and promoted within the school at all opportunities. |  |  |