



HIGHBURY FIELDS SCHOOL

Headteacher: Ms. Gladys Berry, BSc, MA, NPQH, FRSA

PERSON SPECIFICATION

Title of post: ASSISTANT HEADTEACHER

ESSENTIAL	DESIRABLE
Education/Qualifications	
Qualified Teacher Status	
Honours degree	Degree at 2:1 or above
Evidence of continuing professional development	Evidence of further educational study
Experience	
Evidence of excellent teaching	Experience of providing a supportive presence in the daily operational management of a school
Ability to think strategically	In-depth and up to date experience of school data systems e.g. SIMS
Ability to work highly effectively as part of a school team with all students, staff, parents/families, governors and external stakeholders	Strategic and operational skills to make effective use of resources in an increasingly challenging financial environment
Able to develop and empower individuals, teams, and deal sensitively with people and resolve conflicts	Understanding of the core principles of school effectiveness
Evidence of successful leadership at middle level and of having led, planned, implemented and evaluated change	Understanding of systems and processes for the interpretation, analysis and use of data to inform school improvement including ALPS and FFT



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Main School: Highbury Hill London N5 1AR Tel: 020 7288 1888 Fax: 020 7288 2121 email: office@highburyfields.islington.sch.uk
web: www.highburyfields.islington.sch.uk **Aberdeen Park:** 34 Aberdeen Park London N5 2BL



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Evidence of successful impact of using data effectively to improve student progress	
Experience of implementing strategies for improving the quality of teaching, learning and assessment	
Experience of working successfully with parents/carers and the wider school community	
Experience of holding individuals and teams to account for student outcomes	
Ability to work effectively within a model of distributed leadership both as an effective team leader and member	
Professional Knowledge, skills and competences	
Ability to chair meetings effectively, to ensure that decisions taken are clearly articulated, implemented, monitored and reviewed	Understanding of specific issues pertaining to disadvantaged groups and students with SEND
Be a successful classroom practitioner who is able to consistently model excellent teaching	Demonstrate strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision
Ability to observe and evaluate lessons, identify strategies for improvement and monitor them	Current relevant knowledge of best practice in school leadership and management
Excellent communication skills both oral and written, in a range of situations, both formal and informal, and with a range of audiences	
Strong organisational and time-management skills and the ability to delegate appropriately	
ESSENTIAL	DESIRABLE



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Ability to use ICT competently and effectively and a willingness to develop this further both at an individual and at a whole school level	
Appropriate level of knowledge of Safeguarding and Child Protection	
Personal Qualities	
A commitment to the Highbury Fields vision and values	
A resolute commitment to the achievement of young women	
The ability to take personal responsibility, a readiness to reflect and self-evaluate and the ability to change, improve and develop	
Resilience and optimism to lead through day-to-day challenges while maintaining a clear strategic vision and direction	
Commitment to inclusion and equal opportunities	
Willingness to participate actively in the wider school community	
Maintain the highest standards displayed by Highbury Fields School	



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