



Fairview Community Primary School



Drewery Drive, Rainham, Kent, ME8 0NU

Tel: 01634 338710

Email: office@fairviewprimary.medway.sch.uk

Person Specification Deputy Headteacher Fairview Community Primary School



	Criteria	Importance	
		Essential	Desirable
Qualifications and general experience	Qualified teacher (B. Ed or 1 st degree with PGCE)	✓	
	Evidence of continuing professional development relating to school leadership and management, and curriculum/teaching and learning	✓	
	Ability to identify own learning needs and to support others in identifying their learning needs	✓	
	Experience of working with other schools/organisations/agencies	✓	
	Experience of leading/coordinating professional development opportunities	✓	
Strategic direction and development	Clear vision for primary education and strategies for achieving it	✓	
	Ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of the school	✓	
	Experience of leading staff in a variety of contexts	✓	
	Ability to evaluate theory and research in order to promote effective practice	✓	
	Ability to determine priorities for improvement and has experience of setting targets to deliver them	✓	
	Ability to analyse comparative data for benchmarking, develop strategic plans and monitor/evaluate progress towards these	✓	
	Knowledge of the role of the governing body	✓	
	Evidence of having successfully translated vision into reality at whole school level		✓
	Experience of school self-evaluation and improvement planning and implementation		✓
	Understanding of, and commitment to promoting and safeguarding the welfare of pupils	✓	
Teaching and Learning	Experience of teaching across the primary range		✓
	Experience of teaching in more than one school	✓	
	Outstanding classroom teacher, able to adapt practice to meet the needs of the learners	✓	
	Ability to employ a range of assessment for learning strategies	✓	
	A secure understanding of the national curriculum and the Early Years Framework	✓	
	A secure understanding of statutory assessment practices	✓	



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	Successfully led and managed a core subject/leadership area/phase	✓	
	Recognises and articulates characteristics of effective teaching and learning and models of curriculum and assessment	✓	
	Able to demonstrate and model effective teaching through personal example	✓	
	Experience of working alongside teachers to improve the quality of learning for children	✓	
	Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management	✓	
	Understands how curriculum planning relates to pupil assessment, monitoring and target setting	✓	
	Has significant experience in developing innovative approaches to teaching and learning	✓	
Leading and Managing Staff	Ability to lead the school in the absence of the Head Teacher	✓	
	Demonstrates significant leadership experience that has contributed to school improvement	✓	
	Experience of working and leading staff teams	✓	
	Experience of leadership of middle management / phase leaders	✓	
	Experience of implementing and managing change	✓	
	Ability to delegate, support and motivate others to achieve specific targets	✓	
	Demonstrates a good understanding of team work and how this contributes to school improvement	✓	
	Ability to monitor, evaluate and improve the teaching within a school, through coaching mentoring and diagnostic feedback	✓	
	Communicates and explains ideas clearly and succinctly	✓	
	Leads by example	✓	
	Successful development, implementation and monitoring school policies	✓	
	Successful involvement in staff recruitment, appointment/induction		✓
	Understanding of how financial and resource management enable a school to achieve its educational priorities		✓
Accountability	Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents, governors	✓	
	Experience of effective whole school self-evaluation and improvement strategies		✓
	Ability to provide clear information and advice to staff and governors	✓	
	Secure understanding of current practice in performance management, including capability	✓	
	Understanding the criteria for the evaluation of finance		✓



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	and budgets		
	An understanding and experience of whole school financial management and planning		✓
Personal qualities, skills and attributes	A passion for inclusion and equality	✓	
	Shows a high level of commitment to school improvement and raising achievement for all		
	Ability to build and maintain good relationships	✓	
	Approachable and has integrity	✓	
	Ability to organise work, prioritise tasks, make decisions and manage time effectively	✓	
	Flexible, has strength of character, is a good listener and an effective communicator	✓	
	Prepared to ask for advice and support where necessary	✓	
	Able to remain positive and enthusiastic when working under pressure and demonstrates stamina and resilience	✓	
	Has a presence which inspires confidence	✓	
	Ability to promote effective teamwork where everyone is valued, developed appropriately and has high self esteem	✓	
	Ambition	✓	
	Effective IT skills	✓	
School specific needs	Able to work in close partnership with the Co-Headteachers and Executive Headteacher to raise standards and lead school improvement	✓	
	Work in partnership with parents and children in their education and personal development	✓	