



HIGHFIELDS SCHOOL

TEACHER PERSON SPECIFICATION

AREA	FACTORS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Qualifications	Degree or equivalent	•		Application form
	Qualified teacher status	•		Application form
Skills and Knowledge	Understanding of National Curriculum	•		Application form Letter of application Interview
	Knowledge and understanding of Literacy/ Numeracy programmes		•	Application form Letter of application
	Knowledge and understanding of Assessment	•		Interview
	Able to communicate well with others	•		Application form Letter of application Interview References
	ICT/Data literate	•		Interview
	Working knowledge of school procedures		•	Interview
	Knowledge and understanding of Inclusion and Pastoral procedures		•	Application form Letter of application Interview References
	Evidence of undertaking professional development		•	Application form Letter of application Interview References
	Flexible approach to people and situations	•		Letter of application Interview References

AREA	FACTORS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Skills and Knowledge	Ability to use own initiative appropriately	•		Interview References
	Work constructively as part of a team	•		Interview References
	Excellent organisational and time management skills	•		References
	Understand roles of TAs		•	Interview
	Experience of liaising and planning with staff		•	Interview References Letter of application
Other	Personal presence and high expectations	•		Interview References
	Capacity for sustained hard work	•		References
	Presentation skills	•		Interview
	Career orientated	•		Interview References Letter of application
	Sense of humour	•		Interview