



# Addison Primary School

Addison Gardens,  
Hammersmith,  
London W14 0DT

Telephone: 020 7603 5333  
E: [admin@addison.lbhf.sch.uk](mailto:admin@addison.lbhf.sch.uk)

Head Teacher: Mr D Mc Garrigle

## Deputy Head Teacher - Person Specification

	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> <li>• QTS (Qualified Teacher Status)</li> <li>• Evidence of ongoing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• NPQSL/NPQH or willingness to work towards</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Minimum 6 years as a primary teacher and more than one key stage</li> <li>• Leadership role in current school</li> <li>• Experience of leading teaching and learning improvement</li> <li>• Experience of using data to raise attainment</li> <li>• Proven subject leadership</li> <li>• Experience of leading whole-school initiatives or change management</li> </ul>	<ul style="list-style-type: none"> <li>• Current DHT or Assistant Head</li> <li>• All three phases: EYFS, KS1 &amp; KS2</li> <li>• Experience of leading CPD/training</li> <li>• Experience of working with external partners</li> </ul>
Knowledge and Understanding	<ul style="list-style-type: none"> <li>• Strong knowledge of the primary curriculum</li> <li>• Understanding of assessment, monitoring and evaluation</li> <li>• Secure knowledge of safeguarding and pupil wellbeing</li> <li>• Understanding of inclusive practice (SEND, disadvantaged pupils)</li> <li>• Awareness of current educational priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Deeper knowledge of whole-school systems and strategic planning</li> <li>• Phonics, MTC, SATs</li> </ul>
Skills & Abilities	<ul style="list-style-type: none"> <li>• Ability to inspire and lead staff</li> <li>• Communication and interpersonal skills</li> <li>• Strong organisational and strategic thinking</li> <li>• Ability to analyse and interpret data</li> <li>• Coaching and mentoring skills</li> <li>• Ability to work collaboratively as part of SLT</li> <li>• Ability to manage multiple priorities effectively</li> </ul>	<ul style="list-style-type: none"> <li>• Influencing without relying on authority</li> <li>• Record-keeping</li> <li>• Handling difficult conversations professionally</li> </ul>



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Personal Qualities	<ul style="list-style-type: none"><li>• Honesty and Reliability</li><li>• Resilience and Calmness under pressure (i.e. through an inspection etc...)</li><li>• Professional integrity and accountability</li><li>• High expectations of pupils and staff</li><li>• Reflective and committed to continuous improvement</li><li>• Positive outlook and approachable</li><li>• Understands how to maintain professional friendships amongst colleagues</li><li>• Excellent attendance and punctuality</li><li>• Commitment to the school's ethos and values</li></ul>	<ul style="list-style-type: none"><li>• Approachable to staff</li><li>• Sense of humour</li></ul>
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