



Cambridge Primary Education Trust (CPET) is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This appointment is subject to an Enhanced DBS check and references.

Role: Early Years Leader		Closing Date: 24/02/2020	
Name of Applicant:		Date:	
Name(s) of persons shortlisting:			
CRITERIA	PERSON SPECIFICATION	Essential	Desirable
Educational Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • Post-graduate degree qualification • Evidence of involvement in CPD activities as a participant and a provider 	✓ ✓	✓
Experience	<ul style="list-style-type: none"> • Teaching within the primary phase and providing for educational needs across the full ability range, including Special Educational Needs • Experience of teaching in the Early Years Foundation Stage • Working in a variety of different schools • Experience of managing an area of curriculum development • Contributing to school development and improvement planning • Leading and managing staff successfully • Leading an aspect of school improvement 	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓
Skills	<ul style="list-style-type: none"> • Show evidence of vision, initiative and leadership in managing change to enhance and raise standards • Support the work of colleagues and provide staff development, with an understanding of its relationship to performance management • Involve staff, parents, school advisors and other stakeholders in the process of establishing a clear set of shared aims, objectives and values for the school • Listen and communicate effectively (both orally and in writing) to a variety of audiences • Work effectively as a member of the leadership team • Show strong interpersonal skills, responding appropriately to both adults and children • Have a calm approach and positive attitude to behaviour management 	✓ ✓ ✓ ✓ ✓ ✓ ✓	
Personal Characteristics	<ul style="list-style-type: none"> • Ability to manage change sensitively • Calm approach with pupils and colleagues • Ability to organise themselves and others • Ability to demonstrate initiative and self-motivation 	✓ ✓ ✓ ✓	
Interview: YES/NO If no, please give reason:		Signature Date:	