

Headley Park Primary School

Assistant Headteacher - Teaching and Learning

Person Specification

The person specification details the abilities and skills you will need to carry out the duties in the job description. Shortlisting will be carried out on the basis of how well you meet the requirements of the person specification. When writing your supporting statement, you should mention any experience and the impact that you have personally had, which shows where/how you could meet these requirements.

The letter in brackets after each item indicates in which element of the recruitment and selection procedure the evidence is intended to be collected.

A: Application Form; SS: Supporting Statement; I: Interview

Criteria	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> Qualified teacher status (A) Honours degree (minimum 2.1 or higher) (A) Appropriate professional development in preparation for a leadership role (A and SS) 	<ul style="list-style-type: none"> Specific leadership training or qualification (e.g. NPQML, NPQSL) (A) Evidence of further study, research or personal learning (e.g. higher degree related to education leadership and management) (A and SS)
Experience	<ul style="list-style-type: none"> Evidence of substantial, sustained, high quality teaching within the primary school age range (SS and I) Involvement in subject leadership, self-evaluation and development planning (SS and I) Experience of analysing pupil assessment data and using this to inform classroom practice and the deployment of additional resources (SS and I) Experience of lesson observations, work and planning scrutiny and providing quality feedback to teachers, which results in a sustained impact on all pupils (SS and I) Experience of curriculum development in a primary curriculum subject (SS and I) 	<ul style="list-style-type: none"> Experience as member of a senior leadership team (SS) Success in teaching across EYFS, KS1 and KS2 (A and SS)
Skills and knowledge	<ul style="list-style-type: none"> In depth knowledge of the primary National Curriculum (SS and I) Understanding of high-quality teaching 	<ul style="list-style-type: none"> In depth knowledge and experience of curriculum design and development at a whole school level (SS)

	<p>and the ability to model this for others (SS and I)</p> <ul style="list-style-type: none"> • Ability to support other teachers to improve their practice (SS and I) • High level of skills in classroom organisation and management (SS and I) • Understanding of effective behaviour management strategies and the ability to promote good behaviour and discipline across the school (SS and I) • Up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children (I) • Ability to communicate a vision and inspire others (SS and I) 	
Personal qualities	<ul style="list-style-type: none"> • The ability to build effective relationships with colleagues and stakeholders (SS and I) • A commitment to achieving the best outcomes for all pupils (SS and I) • A strong desire to learn and grow professionally (SS and I) • The ability to work under pressure and prioritise effectively (SS and I) • A commitment to safeguarding and equality (SS and I) 	

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.

Questions and visits

Visits to the school are encouraged and welcomed. Please contact office@headleypark.bristol.sch.uk to arrange an appointment. For an informal discussion about the role, please contact Alex Gingell, Headteacher, by emailing office@headleypark.bristol.sch.uk or phoning 0117 9031511.

How to apply

Please complete your application form via eTeach. Within this form, you are asked to provide a supporting statement and it is here that you should set out your reasons for applying for this job and address the requirements of the person specification. Applications will only be considered if this form is completed in full and received by the closing date.