**WALTON-LE-DALE HIGH SCHOOL**

**DEPUTY HEADTEACHER PERSON SPECIFICATION**

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| APPLICATION FORM AND LETTER | | | |
| **Qualifications** | **Essential** | | **Desirable** |
| Qualified Teacher Status | **√** | |  |
| Recognised Degree or equivalent | **√** | |  |
| Higher degree |  | | **√** |
| Post-entry curriculum or management qualification |  | | **√** |
| Potential for Headship |  | | **√** |
| Professional development over the past three years in preparation for  Deputy Headship | **√** | |  |
| **Experience of Teaching and School Management** | **Essential** | | **Desirable** |
| On appointment, at least 3 years’ experience in a Middle or Senior Leadership role in an 11-16 or 11-18 school | **√** | |  |
| On appointment, at least 8 years’ secondary phase teaching experience | **√** | |  |
| Teaching experience in more than one secondary school, |  | | **√** |
| including recent substantial experience: |  | |  |
| * in a comprehensive community school; |  | | **√** |
| * in a school with a significant number of disadvantaged students |  | | **√** |
| Involvement in whole-school management and development: |  | |  |
| * school development planning and evaluation | **√** | |  |
| * developing pastoral and inclusion systems | **√** | |  |
| * effective team leadership | **√** | |  |
| * involvement in safeguarding practice |  | | **√** |
| * working with partners and the local community |  | | **√** |
| **Professional Development** | **Essential** | | **Desirable** |
| Recent INSET attended in management | **√** | |  |
| Recent INSET attended in curriculum or pastoral area(s) |  | | **√** |
| Understanding of current issues relating to provision for children with SEN | **√** | |  |
| Understanding of current issues relating to child protection | **√** | |  |
| **Presentation & Accuracy** | **Essential** | | **Desirable** |
| Letter is clear, concise, accurate and presented in an organised way | **√** | |  |
| Letter should outline a clear educational philosophy and link this with the requirements of the post and the school | **√** | |  |
| Application form should be fully completed, accurate and legible | **√** | |  |
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| LETTER AND INTERVIEW | | | |
| **Knowledge, Skills and Attributes** |  |  | |
| Candidates should be able to show that they have: | **Essential** | **Desirable** | |
| * a commitment to a child-centred, inclusive school ethos | **√** |  | |
| * a thorough knowledge and understanding of current educational issues, including national policies, priorities and legislation | **√** |  | |
| * good knowledge and understanding of current inclusion and pastoral issues relevant to the needs of the school | **√** |  | |
| * clear awareness of whole school management issues | **√** |  | |
| * self-confidence, personal impact and presence | **√** |  | |
| * the ability to relate well to students, parents, staff and governors | **√** |  | |
| * good communication skills | **√** |  | |
| * high levels of commitment, enthusiasm and motivation | **√** |  | |
| * the ability to plan and deliver INSET | **√** |  | |

**INTERVIEW, LETTER AND REFERENCES**

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| **Personal and professional qualities and attributes** |  |  |
| Candidates should be able to provide evidence that they have the necessary  qualities and attributes required by the post. They should be able to: | **Essential** | **Desirable** |
| * build and maintain effective relationships | **√** |  |
| * think strategically to create a coherent school vision | **√** |  |
| * demonstrate care for individual young people and their families | **√** |  |
| * inspire, challenge, motivate and empower others to carry the vision forward | **√** |  |
| * demonstrate effective teamwork skills | **√** |  |
| * demonstrate personal enthusiasm for and commitment to the leadership process | **√** |  |
| * foster an open, fair and equitable culture | **√** |  |
| * manage conflict | **√** |  |
| * prioritise, plan and organize themselves and others | **√** |  |
| * think creatively to anticipate and solve problems | **√** |  |
| * listen to and reflect on feedback | **√** |  |

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| CONFIDENTIAL REFERENCES |
| Professional references should show: |  |  |
|  | **Essential** | **Desirable** |
| * a strong level of professional support and a positive recommendation from the applicant’s current employer | **√** |  |