



PERSON SPECIFICATION – Deputy Head of School

Qualifications	Essential	Desirable	Tested
Degree and Qualified Teacher Status	✓		Application
Enhanced DBS	✓		Application
Leading CPD with other schools / agencies		✓	Application
Evidence of sustained participation in professional development, especially a school management programme or similar. Experience of leading effective professional development.	✓		Application
Experience, skills and knowledge	Essential	Desirable	
Classroom teaching experience across the primary and/or secondary age range	✓		Application/Interview
Experience of leading a major school improvement programme which has had significant impact on improving teaching and achievement	✓		Application
Experience of school to school improvement initiatives		✓	Application/Interview
Taught in at least two schools for at least 3 years at each		✓	Application
Experience of a wider range of schools and other educational establishments		✓	Application
At least three years' experience as Senior Leader in a Primary and/or Secondary school. Successful experience of: - strategic planning; - appraisal; - staff development		✓	Application/Interview
Successful experience of school / community development and work with outside agencies or partners		✓	Application/Interview
Experience of working with external partners to enhance educational opportunities		✓	Application/Interview
Knowledge and understanding of the statutory requirements for education and the OFSTED Framework. Familiarity with national policy and the implications of academy status	✓		Application/Interview
Understanding of effective strategies to improve teaching and manage performance. Knowledge of effective actions to improve progress of vulnerable groups and prepare pupils to live in a culturally diverse society. Understanding of Spiritual Moral Social and Cultural development	✓		Application/Interview
Experience of implementing strategies to promote respect and understanding. Experience of evaluating SMSC development		✓	Application/Interview
Know the characteristics of an effective school and strategies to raise pupil achievement, effectively manage behaviour and improve attitudes to learning. Knowledge of how to maximise progress for pupils with SEND. Understanding of how to set targets and measure value added, progress and attainment	✓		Application/Interview
Experience of working in a school to school context to raise standards and improve provision		✓	Application/Interview



Understanding of how to develop a curriculum which is broad and balanced and meets the needs, aptitudes and interest of pupils. A good understanding of assessment, recording and reporting and how it is used to raise achievement	✓		Application/Interview
Experience of leading curriculum development across the age range of the school and working with external partners to support this process		✓	Application/Interview
Understanding of the role which can be played by parents and the community to improve learning and standards	✓		Application/Interview
Experience of working directly with parents to raise standards and involvement with the local community		✓	Application/Interview
Ability to lead, provide a clear vision, inspire and command respect. Understands and takes account of the longer term direction of education and learning. An incisive and clear strategic thinker. Ability to motivate pupils and staff, delegate responsibility, set high standards and provide a focus for improvement. An ability to make high quality decisions based on the analysis and interpretation of relevant data and information and reach logical and unbiased conclusions	✓		Interview
Personal impact and presence		✓	Interview
Ability to prioritise for self and others. A practical ability in coaching and developing others in order to improve performance and promote career development. The ability to establish and use monitoring systems, including Ofsted criteria to determine progress and measure the effectiveness of process and outcomes. Ability to manage underperformance. Resilience under pressure	✓		Interview
Able to establish and develop good relationships with all involved in the school. A keen awareness of the impact of own behaviour on others and the ability to respond appropriately to achieve results. Commitment to the school's wider community, other educational establishments and the LA	✓		Interview
Ability to express ideas clearly and concisely in writing and orally. Competent in the use of ICT. Flexible and approachable. Resilient under pressure. Able to deal sensitively with people and resolve conflicts			Application/Interview
Positive and energetic approach to work	✓		Interview
Commitment to the professional and career development of all staff, teaching and non-teaching.	✓		Interview
A commitment to actively promote an inclusive ethos for the school	✓		Interview
Commitment to equality of opportunity and meeting the needs of all pupils.	✓		Interview
Played leading role in establishing a staff development programme.		✓	Application/Interview
Evidence of effectively managing a fully inclusive system.		✓	Application/Interview
Understanding of the need to provide and promote positive role models.		✓	Application/Interview