**Post title:** Assistant Headteacher Lower KS2: class teacher (0.7), Phase Leader, maths team leader

**Grade:** Leadership Scale 6 –10

**Responsible to:** Headteacher and Deputy Headteacher

**Responsible for:** Lower KS2 colleagues

The Assistant Head is required to carry out the duties of a schoolteacher as set out in the School Teachers' Pay &

Conditions Document.

**The Assistant Headteacher is expected to support the leadership and success of the school by:**

* Realising the vision, values and rules of the school through ‘walking the talk’, robust school self-evaluation, clear school improvement planning and strong professional practice day-in-day-out.
* Ensuring that all children can achieve success
* Managing staff and resources so that everything we do has maximum impact and that we ‘work smart’.
* Ensuring that our safeguarding policies and practice are at the forefront of what we all do.

|  |
| --- |
| **Person specification** |
| Qualifications | Q1. Qualified teacher status |
| Q2. Recent and relevant professional development |
| Experience | E1. At least 4 years successful UK teaching experience |
| E2. Leadership experience within the primary age range |
| E3. Experience of coaching and mentoring colleagues |
| E4. Experience of subject leadership, preferably of maths |

|  |  |
| --- | --- |
| Knowledge and understanding | K1. Knowledge and understanding of effective teaching |
| K2. Knowledge and understanding of current developments in mathematics teaching |
| K3. Knowledge and understanding of data analysis and how to use it |
| K4. Confident use of ICT, including classroom technologies |
| K5. Knowledge and understanding of appraisal  |
| K6. Knowledge and understanding of the statutory requirements of legislation concerning equal opportunities, health and safety and SEND |
| K7. Robust understanding of child protection procedures and the latest KCSIE |
| Skills | S1. Ability to initiate and manage change |
| S2. Ability to develop teachers and offer quality CPD |
| S3. Ability to lead and manage people to work effectively, individually and in teams |
| S4. Ability to seek advice and support when necessary |
| S5. Ability to deal sensitively with people  |
| S6. Ability to communicate effectively, taking into account the views of others, including effective oral and written communication and excellent presentation skills |
| S7. Ability to organise work effectively, prioritising and managing time, working under pressure to meet deadlines and setting personal goals |
| S8. Ability to promote the ethos of the school, supporting our vision for excellent education which develops happy, confident, successful and caring global citizens |
| S9. Ability to ensure environments within the phase are stimulating, well-organised and fully supportive of children achieving their very best |
| S10. Ability to provide support and advice to the Governing Body, to enable it to meet its responsibilities |
| Personal qualities | Q1. Emotionally intelligent, able to build relationships with children and adults in order to understand and get the best from everyone. A team player. |
| Q2. Ambition, energy, enthusiasm, determination, resilience and drive. |
| Q3. Reliability, professionalism, integrity and kindness. |
| Values | V1. To have strong personal values which align and support the Woolmore Values for children, for staff and for leaders |