



## Federation of Longhorsley and Whalton Church of England Schools

**Aspire-Believe-Achieve... to be the very best that you can be**



### ASSISTANT HEADTEACHER

#### Person Specification

The essential requirements that are necessary to do this job are listed below. In your application, you should state clearly how your knowledge, skills and experience meet these requirements, as the panel will reach a decision on whether or not to short-list you based on the information you provide. Please include desirable criteria where you can.

Post Title: Assistant Headteacher	Essential Criteria	Desirable	Evidence
Qualifications	<ul style="list-style-type: none"> <li>● Has qualified teacher status recognised by DfE</li> <li>● Has additional degree related to education or relevant qualifications</li> </ul>	<ul style="list-style-type: none"> <li>● Evidence of relevant Continuous Professional Development e.g. leadership training, qualifications through NCSL, middle management training, senior leadership</li> </ul>	A
Experience	<ul style="list-style-type: none"> <li>● Successful teaching experience in the primary age range</li> <li>● Being an excellent classroom practitioner with evidence of highly effective teaching in more than one year group and key stage</li> <li>● Successful leadership of a subject / curriculum area e.g. English, Maths, Computing etc resulting in the raising of standards</li> <li>● Leading, motivating and managing people to work both individually and in teams</li> <li>● Working with parents, Governors and the wider school community</li> </ul>	<ul style="list-style-type: none"> <li>● Teaching experience in more than one school</li> <li>● Teaching across all three key stages - EYFS - KS2</li> <li>● Teaching in mixed year classes</li> <li>● Collaboration with other schools, LA and external agencies</li> <li>● Delivering CPD to other schools/professionals</li> </ul>	A/ I/ R

		<ul style="list-style-type: none"> <li>● Playing a key role in a project involving people, finances and / or curriculum development which had a positive impact</li> <li>● Experience of setting appraisal targets and being an appraiser for colleagues</li> <li>● Managing/updating a school website</li> </ul>	
Knowledge	<ul style="list-style-type: none"> <li>● Knows, understands and applies knowledge of the English education system</li> <li>● Knows, understands and applies knowledge of Early Years; Key Stage One and Key Stage Two curriculum and any other relevant national agenda</li> <li>● Knows, understands and applies knowledge of OFSTED framework</li> <li>● Has an excellent understanding of the uses of comparative pupil data and tracking to support raising standards for all pupils</li> </ul>	<ul style="list-style-type: none"> <li>● Knows, understands and applies knowledge of partnership working</li> <li>● Has knowledge of the SIAMS framework</li> <li>● Highly competent in computing and e-safety</li> </ul>	A/I
Skills/attributes	<ul style="list-style-type: none"> <li>● Proven team leadership skills in a middle leadership post</li> <li>● Excellent IT skills (including problem solving)</li> <li>● Able to think creatively, anticipate and solve problems, plan and organise themselves and others and delegate with appropriate monitoring</li> <li>● Able to effectively prioritise, monitor and evaluate initiatives</li> <li>● Has high levels of communication and interpersonal skills, including building positive relationships with adults and children</li> <li>● Ability to be positive and resilient in the face of demanding situations</li> </ul>	<ul style="list-style-type: none"> <li>● Has demonstrable record of working to improve teaching &amp; learning beyond their own classroom</li> <li>● Provided support for new members of staff and developed effective relationships with colleagues, parents, business and the wider community.</li> </ul>	A/I/R

	<ul style="list-style-type: none"> <li>• Has sound judgement, shows determination and initiative and is hard working</li> <li>• Able to inspire, challenge, motivate and empower others</li> <li>• Able to analyse and interpret information, think strategically and contribute to the vision for The Federation</li> </ul>		
General	<ul style="list-style-type: none"> <li>• Fully subscribes to the Vision, Values and Aims of the Federation</li> <li>• Fully supportive of the school's Christian vision and committed to developing links between the parish church and school</li> <li>• Has high expectations of self and others</li> <li>• Willingness to contribute to other areas of school life and community life</li> </ul>		A/I/R
Other	<ul style="list-style-type: none"> <li>• Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline</li> </ul>		A/R/I/D
	<ul style="list-style-type: none"> <li>• No disclosure about criminal convictions or a safeguarding concern that makes applicant unsuitable for this post</li> </ul>		A/R/D

Evidence: A = application, R = reference, I = Interview, D = DBS