** Sir Tom Finney Community High School**

**Assistant Headteacher (AHT)**

**Person Specification**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **STANDARD** | **ESSENTIAL** |  | **HOW**  **IDENTIFIED** |  | **DESIRABLE** | **HOW**  **IDENTIFIED** |
| Educational Qualifications  And training | * Qualified Teacher Status (QTS) * Degree or alternative higher level award * Successful recent School Leadership and Management training (eg.(NPQH, NPQSL or equivalent) * Recent appropriate Safeguarding training * Recent and relevant professional development appropriate to post * Be prepared to maintain further professional development and training appropriate to post |  | Application  Form  Interview  References |  | * Further SEND qualification * Recent safer recruitment training or commitment to undertake on taking up post * Appropriate Designated Safeguarding Lead (DSL) training | Application  Form |
| Leadership and Management Experience | * Successful experience of leading and managing in a school (e.g. head of department, SENCo, Senior teacher, assistant or deputy head) * Substantial and sustained contribution to school self-evaluation and school improvement to support strategic development * Leading individual performance appraisal and holding colleagues to account for their performance and effectiveness. * Effective experience in leading whole staff training and professional development * Evaluation and analysis of assessment data, achievement information and target setting to indicate progress of individuals and specific cohorts of learners and actions that impact on effective raising of standards * Reporting the impact of actions to relevant audiences * Collaborative and partnership working with colleagues, families, other professionals, schools, business and other agencies * Policy development and implementation |  | Application  Form  Interview  References |  | * Successful experience of leading and managing in a special school * Experience of effective coaching or mentoring individuals or a groups of staff * Experience of budget and resource management | Application  Form  Interview  References |
| Teaching and  Learning  Skills, Knowledge and abilities | * Substantial teaching experience - including children and young people who present with Special educational needs, learning difficulty/disability * Teaching experience of students with a **wide range of** special educational needs and learning difficulties and disabilities * Demonstrate knowledge of the Curriculum from across the full range of phases of education * Led/co-ordinated a specific subject area * Demonstrate the flexibility and adaptability to teach a wide range of subjects * Led curriculum development or innovation * Successful experience of monitoring and evaluation teaching and learning to promote and sustain outstanding classroom practise, progress and outcomes for students * Leading professional development opportunities for colleagues related to specific area(s) of teaching and learning e.g. Curriculum models, subject areas, assessment etc * Demonstrate practical knowledge and awareness of differentiated approaches to delivery * Experience of monitoring, reviewing and participating in annual review reporting procedures and Education, Health Care Plan outcomes. * Experience of setting, monitoring, reviewing and evaluating IEP targets.   Professional Attributes   * Have excellent written and oral communication skills – **assessed at all stages of the process from application form to interviews** * Be fully confident and familiar with ICT, computing and media platforms including office 365 * Be capable of demonstrating, promoting and encouraging outstanding classroom practice as a role model for others. * Maintain own and promote continuous professional development for all staff * Show a positive commitment to sustained attendance at work   Professional skills   * Demonstrate experience in leading innovation, creativity and change * Be approachable and willing to promote an open, honest and fair culture * Being a reflective practitioner and have knowledge of the relationship between self evaluation, performance appraisal and professional development * Experience of and willingness to work collaboratively   Personal Qualities   * Promote a strong and positive educational philosophy and values that match those of the school * Be a positive role model at all times * Demonstrate a capacity to be a strong presence in all areas of school including confidently responding to adverse events * Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to the wellbeing and learning of Children and Young People. * Build and maintain quality relationships through interpersonal skills and effective communication * Demonstrate personal and professional integrity * Inspire trust and confidence across the school and its community * Challenge, motivate and empower others to achieve goals * Be aware of own strengths and areas to develop * Be flexible and adaptable and above all resilient * Demonstrate energy, passion and humour |  | Application  Form  Interview  References  Application  Form  Interview  References |  | * Relevant teaching experience across more than one phase of education * Teaching experience in more than one school/educational establishment * Demonstrate knowledge of the range of accreditation opportunities for 14-19 year olds * Demonstrate knowledge of a range of assessment, recording and reporting systems * Experience of whole school timetabling * To have a working knowledge of first aid and other health related training in relation to students with significant medical needs. * To be aware of a range of approaches to Behaviour Management for example: Team Teach. | Application  Form  Interview  References  Application  Form  Interview  References |
| Special working conditions | * Be willing to support out of school/extended activities * Be willing to participate in school events and activities * Attend and contribute to meetings and training opportunities which may include evening or occasional weekends.   *NOTE: all candidates shortlisted must have a positive recommendation from all referees, including their current employer* |  | Application  Form  Interview  References |  |  |  |

The application form must be fully completed. The supporting statement should be clear, concise and address the person specification and job description related to this specific post.