** Sir Tom Finney Community High School**

**Assistant Headteacher (AHT)**

**Person Specification**

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| **STANDARD** | **ESSENTIAL** |  | **HOW** **IDENTIFIED**  |  | **DESIRABLE**  | **HOW** **IDENTIFIED** |
|  Educational QualificationsAnd 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
 |  | ApplicationFormInterviewReferences |  | * Further SEND qualification
* Recent safer recruitment training or commitment to undertake on taking up post
* Appropriate Designated Safeguarding Lead (DSL) training
 | ApplicationForm |
| 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
 |  | ApplicationForm InterviewReferences |  | * 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
 | ApplicationFormInterviewReferences |
| 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
 |  | ApplicationFormInterviewReferencesApplicationFormInterviewReferences |  | * 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.
 | ApplicationForm InterviewReferencesApplicationForm InterviewReferences |
| 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* |  | ApplicationForm InterviewReferences |  |  |  |

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.