



## Person Specification / Selection Criteria for an Assistant Headteacher at Ryelands Primary and Nursery School

***The applicant will be required to safeguard and promote the welfare of children and young people***

**Note:** Candidates failing to meet any of the essential criteria will automatically be excluded

### [A] Qualifications

Qualification requirements	Essential	Desirable	Source
Qualified teacher status	E		A
Degree	E		A

### [B] Professional Development

	Essential	Desirable	Source
Evidence of appropriate professional development for the role of assistant headteacher	E		A
Evidence of recent leadership and management professional development	E		A
Has successfully undertaken appropriate Child Protection training	E		A

### [C] School leadership and management experience

	Essential	Desirable	Source
Experience as a senior leader in a primary school		D	AIR
Active and effective leadership of a team, key stage, curriculum area and / or department	E		AIR
Be able to demonstrate successful and effective leadership in a school in a similar community and / or facing similar challenges		D	AIR
To have taken an active involvement in school self-evaluation and development planning		D	AIR
To have implemented and developed a whole school initiative	E		AIR
To have had responsibility for policy development and implementation		D	AIR
To have had experience of and ability to contribute to staff development across the primary range.	E		AIR

### [D] Experience and knowledge of teaching

	Essential	Desirable	Source
Significant teaching experience and within the primary phase	E		AIR

Experience of leading a core subject (English or Mathematics)	<b>E</b>		
Significant teaching experience in Key Stage 2	<b>E</b>		
To have a knowledge and understanding of all 3 Key Stages in the primary phase	<b>E</b>		<b>AIR</b>
To be able to effectively use data, assessment and target setting to raise standards/address weaknesses	<b>E</b>		<b>AIR</b>
To be able to exemplify how the needs of all pupils have been met through high quality teaching.	<b>E</b>		<b>AIR</b>

### **[E] Professional Attributes**

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Demonstrate an awareness of the needs of the pupils at Ryelands Primary and Nursery School and how these could be met.	<b>E</b>		<b>AI</b>
Able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies.	<b>E</b>		<b>AIR</b>
Excellent written and oral communication skills (which will be assessed at all stages of the process).	<b>E</b>		<b>AI</b>
Show a good commitment to sustained attendance at work	<b>E</b>		<b>AR</b>

### **[F] Professional Skills**

(Based on the National Standards of Excellence for Headteachers 2020).

An assistant headteacher is expected to be working within and towards the National Standards of Headship.

In this respect appropriate reference will be made to these Standards at all stages during the appointment process.

### **[G] Personal Qualities**

Please include, in your letter of application, how you believe that your personal qualities equip you, and have encouraged you to apply for this post at Ryelands Primary and Nursery School.

### **[H] Confidential References and Reports**

Positive recommendation from all referees, including current employer	<b>E</b>
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### **[I] Application Form and Supporting Statement**

*The form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post.*