

Person Specification for Deputy Headteacher at Trinity Primary Voluntary Controlled School

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

The appointing panel will use a combination of assessment tools to determine each candidate's suitability and the extent to which the criteria have been met. These assessment tools include (but are not limited to) the application form, supporting statement, information gathered during the interview process and references.

R = Reference/A = Application Form/Letter/I = Interview

Faith Commitment

		Essential/ Desirable	Evidence Source
1.	A practising Christian who regularly (at least once a month) attends and is involved in the life of their own church (not the church connected with their current school ... unless this is their church) <i>(This requires evidence of current church involvement and a clear indication of the applicant's beliefs in relation to a church school)</i>	D	R/I
2.	Willing and able to support, sustain and develop the Christian character of our church school	E	A/I

To be able to demonstrate their knowledge and understanding of the following in the context of a Church school.

		Essential/ Desirable	Evidence Source
3.	Ways to ensure that the Christian vision enables the flourishing of pupils and adults within our church school and its community	E	I
4.	Leading school worship	E	I
5.	An understanding of ways of developing the effectiveness of religious education and collective worship	D	A/I
6.	Supporting how relationships should be fostered and developed between the school, local Church and its community and Diocese of Liverpool	D	A/I
7.	Ways of helping lead the spiritual development of all the school community	D	A/I

Qualifications

		Essential/ Desirable	Evidence Source
8.	Qualified teacher status	E	A
9.	Degree	E	A

Professional development and Safeguarding

		Essential/ Desirable	Evidence Source
10.	Willingness to undertake leadership training.	E	A/I
11.	Displays commitment to the protection and safeguarding of children and young people	E	I
12.	Up to date safeguarding training and knowledge of legislation for the protection of young people appropriate to the role of deputy headteacher	E	A/I
13.	Will co-operate and work with relevant agencies to protect young people	E	A/I

School leadership and management knowledge and experience

		Essential/ Desirable	Evidence Source
14.	Recent successful middle leadership or assistant head or serving deputy head	E	A
15.	Evidence of successfully leading and aspect of school improvement	D	I
16.	To have experience of being involved with school self-evaluation and development planning	D	A/I
17.	To have the ability to contribute to staff development (e.g. coaching, mentoring, leading INSET etc.)	D	I
18.	Experience of monitoring staff performance	D	I
19.	To provide support and advice to the headteacher to enable them to give relevant information to the governing board	E	A/I
20.	Maintains good awareness of current national education policy and strategy	E	I

Experience and knowledge of teaching

		Essential/ Desirable	Evidence Source
21.	To have taught in at least two key stages (EYFS/KS 1/KS 2/KS appropriate to the school's context)	D	A/I
22.	To have current knowledge of all key stages within the school's phase setting	E	A/I
23.	Has the ability to support the headteacher and other leaders in analysing school data and identify appropriate actions to raise standards/address weaknesses	E	A/I
24.	Commitment to ensuring inclusion and addressing diversity positively	E	A/I

Professional attributes and skills

		Essential/ Desirable	Evidence Source
25.	Demonstrate an understanding of the needs of the pupils at our school and how these can be met	E	I
26.	To have a clear rationale for behaviour management that will support and enhance our school's practices	E	A/I
27.	An ability to communicate effectively, both orally and in writing, to a range of audiences	E	A
28.	To be an excellent classroom practitioner and role model	E	A/I
29.	A commitment to the own professional development and support others in their development	E	A/I

Personal Qualities

		Essential/ Desirable	Evidence Source
30.	A passion for achieving the very best outcomes for all children	E	I
31.	A rationale of what an innovative, progressive and forward-thinking church school should be like	D	A/I
32.	The capacity to support the headteacher in providing inspirational, enthusiastic and innovative educational leadership	E	I
33.	Flexibility, initiative and personal responsibility to maintain a positive attitude in the face of a challenging and demanding job	E	I
34.	An ability to support the headteacher in establishing effective working relationships with a wide and diverse range of people including pupils, parents, governors, colleagues, other professionals and wider community	E	A/I
35.	Willingness to positively promote the school at every opportunity	E	I
36.	Willingness to support other school leaders, including governors, in creating and communicating a clear theologically-rooted Christian vision for the school	E	I
37.	Be aware of their own strengths and areas for development and listen to and reflect (and act) upon as appropriate the feedback from others	E	A/I

Confidential References and Reports

Contact details of a faith referee would be welcomed	D
Positive recommendation from all referees, including current employer	E

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, **and be no more than 1500 words**.