**Person Specification/Selection Criteria for**

**Deputy Headteacher at Barden Primary School.**

***The applicant will be required to safeguard and promote***

***the welfare of children and young people***

Selection decisions will be based on the criteria below. At each stage of the process an assessment will be made by the appointment panel to determine the extent to which the criteria have been met and the ability to fulfil the job description for the post.

Candidates failing to meet any of the essential criteria will automatically be excluded at any stage of the process.

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.

**[A] Qualifications**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 1. | Qualified teacher status | E |
| 2. | Degree | E |

**[B] Professional Development**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 3. | Evidence of appropriate professional development for the role of Deputy Headteacher | E |
| 4. | Up to date safeguarding training and knowledge of legislation for the protection of young people | E |

**[C] School leadership and management experience**

|  |  | **Essential/Desirable** |
| --- | --- | --- |
| 5. | Evidence of direct involvement in whole school self- evaluation and school improvement strategies | E |
| 6. | Successful experience as a Assistant or Deputy Headteacher | D |
| 7. | Successful experience of leading one or more curriculum areas | E |
| 8. | To have successfully led whole school initiatives which have embedded and secured positive outcomes | E |
| 9. | Experience of working effectively within staff teams | E |
| 10. | Experience of line management of staff | E |
| 11. | To have had responsibility for policy development and implementation | E |
| 12. | To have had experience of and the ability to support other staff with their professional development across the primary range (e.g. peer support, mentoring, delivering training) | E |
| 13. | Work positively with parents and carers | E |
| 14. | To demonstrate an awareness of current national education policy | E |

**[D] Experience and knowledge of teaching**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 15. | Proven excellence in teaching pupils within the primary phase | **E** |
| 16. | Thorough knowledge of teaching and learning across all 3 Key Stages in the primary phase. | **E** |
| 17. | Secure understanding of assessment strategies, data analysis and the use of assessment to maximise achievement. | **E** |
| 18. | Evidence of successfully promoting inclusion to meet the needs of all pupils | **E** |
| 19. | A commitment to addressing diversity positively | **E** |

**[E] Professional Attributes**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 20. | Ability to demonstrate unconditional positive regard for everybody and use this to build strong and effective relationships. | **E** |
| 21. | An ability to communicate effectively, both orally and in writing, with a range of audiences | **E** |
| 22. | To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice | **E** |
| 23. | Have a good commitment to sustaining regular attendance at work | **E** |
| 24. | A commitment to professional development for self and others. | **E** |
| 25. | A desire to further develop as a primary leader | **E** |
| 26. | Ability to support, develop and promote the unique ethos, vision and values of Barden Primary School | **E** |
| 27. | Ability to motivate adults and children effectively to achieve the very best outcomes for all | **E** |

**[F] Personal Qualities**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 27. | A passion for raising aspirations across our Barden family | E |
| 28. | Excellent interpersonal skills | E |
| 29. | To be hardworking, ambitious and dynamic with a passion for achieving excellence | E |
| 30 | Be committed to working with a high level of integrity and professionalism | E |
| 31. | Excellent organisational skills and the ability to prioritise tasks, make decisions and manage time effectively | E |
| 32 | To demonstrate empathy and understanding of the wide ranging pastoral needs of pupils | E |
| 33. | Ability to build and maintain good relationships with colleagues, parents and members of the wider school community | E |
| 34. | The ability to perform effectively and maintain a positive influence under pressure | E |
| 35. | Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others | E |

**[G] Safeguarding**

|  |  |  |
| --- | --- | --- |
|  |  | **Essential/Desirable** |
| 34. | Displays commitment to the protection and safeguarding of children and young people | E |
| 35. | The ability to form and maintain appropriate relationships and personal boundaries with young people | E |
| 36. | Has up to date knowledge and understanding of relevant legislation and guidance in relation to working with and protection of children and young people | E |
| 37. | Will co-operate and work with relevant agencies to protect young people | E |

**[F] Professional Skills**

Each candidate will be expected to demonstrate a knowledge and understanding of working within and towards the Headteacher' Standards 2020 which also form the basis of the Job Description.

Candidates will be expected to show evidence of developing this knowledge and understanding in their current setting as well as an awareness of how this could be applied in Barden Primary School throughout the appointment process.

**[H] Confidential References and Reports**

|  |  |  |
| --- | --- | --- |
| 38. | Positive recommendation from all referees, including current employer | E |

**[I] Application Form and Supporting Statement**

*The form must be fully completed, error free and legible. The supporting statement should be related to the specific post and no longer than 2 sides of A4 with a font size of point 11.*