

## Person Specification Deputy Head Teacher

This job description and person specification is based on requirements set out in the School Teachers' Pay and Conditions Document, and where relevant, the Teachers' Standards and the National Standards of Excellence for Head Teachers.

**Job title: Deputy Head Teacher** - with specific responsibility for: Teaching, Learning and Assessment (Curriculum) and Safeguarding.

**Salary:** L15 – L19

**Contract type:** Full-time, permanent position with minimal teaching responsibility.

**Reporting to:** The Head Teacher

**Responsible for:** Teaching, Learning and Assessment and Safeguarding

Criteria	Essential	Desirable	Source
<b>Qualifications</b>			
Qualified Teacher Status	✓		A
Degree	✓		A
At least 5 years' teaching experience	✓		A
Working across two differing school settings		✓	A
Professional development in preparation for a leadership role e.g. National Professional Qualifications		✓	A
An enhanced DBS and barred list check.	✓		A
<b>Professional Development</b>			
Evidence of appropriate professional development for the role of Deputy HeadTeacher	✓		A I R
Evidence of recent leadership and management professional development/role	✓		A I R
Evidence of appropriate professional development in relation to the role		✓	A I R
Successful completion of the Designated Safeguarding Lead Training.		✓	A
Successful completion of higher-level leadership qualifications e.g. NPQSL, Master's degree		✓	A

<b>School Leadership and Management Experience</b>	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Current experience as a Senior Leader in a school setting	✓		A I R
Evidence and experience of an active involvement in school self-evaluation and development planning processes and /or policies	✓		A I
Experience of leading and implementing whole school initiatives and managing change, developing strategies for raising achievement	✓		A I R
Evidence of experience of how to lead and manage people including providing INSET, coaching staff, developing a shared vision		✓	A I
<b>Experience and Knowledge of Teaching and Learning</b>	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Proven record of successful curriculum / subject leadership leading directly to an increase in standards of attainment	✓		A I R
Experience in identifying and supporting vulnerable groups effectively	✓		A I
Evidence of sustained, high quality teaching practice and pedagogical approaches	✓		I R
Evidence of managing, monitoring and evaluating the quality of teaching and learning and raising standards	✓		A I
An understanding of financial and resource management and experience of managing a budget		✓	A I
Experience of challenging and managing underperformance	✓		A I
<b>Professional Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
To show commitment and ability to promote the school's vision and core values	✓		A I
Have up-to-date knowledge, or an understanding of, current developments in the education sector and special school education	✓		A I
Ability to communicate effectively, orally and in writing to a range of audiences; e.g. staff, pupils, governors,	✓		A I

parents			
To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice	✓		A I R
Show a strong commitment to good attendance, acting as a positive role model	✓		A I R
Ability to delegate where appropriate and to support others in undertaking responsibilities	✓		A I R
Flexibility and adaptability, willingness to step into new challenges and drive for improvement	✓		AIR
<b>Personal Qualities</b>	<b>Essential</b>	<b>Desirable</b>	<b>Source</b>
Inspire, challenge, motivate and empower teams and individuals to achieve high goals	✓		A I R
Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people	✓		A I R
The ability to develop and maintain positive relationships with colleagues through interpersonal skills and effective communication	✓		A I R
The ability to work independently and as part of a team with high levels of drive, energy and personal and professional integrity	✓		A I R
Commitment to maintaining confidentiality at all times	✓		I R
Commitment to safeguarding and equality	✓		A I R

Evidence that candidates meet the Essential/Desired criteria will be obtained through:

Application Form/ Letter	Interview	Reference
A	I	R