

Heron Way Primary School

Assistant Headteacher Person Specification.

Attribute	Source of Evidence	Requirement
Qualifications		
A Teaching Qualification	A	E
A good Degree or equivalent	A	D
Experience		
A variety of teaching experience across the primary age range.	A, I, R	E
Recent leadership and management experience in a primary school.	A, I, R	E
Involvement in curriculum development within a school	A, I	E
Responsibility for developing, monitoring and evaluating an aspect of school provision.	A, I	E
Managing people and resources.	A, I	E
Working successfully in partnerships with parents and wider community.	A, I	E
Knowledge		
Current education issues and developments.	A, I	E
National Curriculum and national strategies.	A, I	E
Knowledge and understanding of safeguarding.	I	E
Strategies for improving the quality of teaching and learning.	A, I	E
Strategies for school improvement and raising standards of achievement.	A, I	E
Understanding of appropriate strategies for managing pupils' behaviour.	A, I	E
Has an in-depth knowledge of the different types of formal and informal assessment and its impact upon teaching and learning.	A, I	E

A=Application Form. I= Interview. R= Reference. E= Essential. D= Desirable.

Skills and Abilities		
A highly motivated and enthusiastic team leader who is approachable and promotes positive relationships.	A,I,R	E
A proven track record as an excellent, creative teacher who motivates and engages children.	A,I,R	E
Understands the principles and strategies of school improvement and can evidence a role in this process leading to successful school development.	A,I	E
Effective administrative and organisational skills.	A,I,R	E
Ability to communicate orally and in writing to a wide range of audiences.	A,I	E
Ability to manage effectively pupil discipline and have a commitment to a high level of pastoral care.	A,I	E
Exemplary knowledge of ICT for teaching and administrative purposes.	A,I	E
Ability to cope with the pressures of a demanding management position.	A,I,R	E
Leads, embraces and is able to implement change; creates and innovates.	A,I,R	E
Can articulate a strong, clear vision for outstanding primary education.	A,I	E
Sets, achieves and helps others to achieve ambitious, challenging goals and targets.	A,I	E
Other		
Commitment to providing an effective learning environment appropriate to the need and abilities of all pupils.	A,I	E
Commitment to the development and maintenance of positive partnerships between the school, parents and the community.	A,I	E
Recent participation in professional development activities and willingness to undertake other training including for NPQH.	A,I	D
Has a clear drive towards CPD and Headship.	A,I,R	E

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