



Deputy Headteacher/SENCO - Person Specification

When writing your application, you should refer to either your experience of or your ability to meet these criteria.

Essential	Desirable
Professional Qualifications and Experience • Qualified Teacher with QTS • Experience as a skilled and effective classroom practitioner with Early Years and KS1 experience • Up to date, relevant in-service training and excellent knowledge of the curriculum and assessment • Successful experience of leading in at least one subject area • Leadership experience in a primary phase school	• Higher degree or further qualification e.g. NPQ SENCO • Experience of teaching in more than one school
Qualities and Knowledge • High personal and professional standards • Excellent communication skills • Ability to build and maintain good relationships • Ability to remain positive and enthusiastic when working under pressure • Ability to organise work, prioritise tasks, make decisions and manage time effectively • An excellent practitioner, with an enthusiasm and love of teaching • Demonstrate positive relationships and attitudes towards the school community and members of the local community • Ability to communicate effectively and drive school improvement • Understanding of transition and working closely with key feeder schools and preschools	• Experience of driving whole school improvement • Experience of serving as a school governor • Roles and responsibilities of a Deputy Headteacher or SENDCO • Understanding of SEN Code of Practice and the identification of vulnerable groups e.g. Pupil Premium, LAC, EAL

Essential	Desirable
Teaching and Learning • Is a successful and aspiring teacher providing an excellent role model for others • Secure understanding of the requirements of the National Curriculum and Early Years Framework • Knowledge and experience of a range of successful teaching and learning strategies to manage all groups of pupils including SEN and pupil premium children • Experience of effective monitoring and evaluation of teaching and learning • Understanding of the characteristics of an effective learning environment	• Experience of supporting or developing T&L e.g. mentoring students or ECTs
Leadership and Management • Can demonstrate the ability to foster good working relationships with staff • Excellent interpersonal skills including ability to empathise and motivate adults and children • Evidence of successful implementation of school improvement plan objectives • Experience of leading and managing staff teams • Ability to meet deadlines, delegate work, support colleagues and remain calm under pressure • Leadership of middle management/phase leaders • Successful subject leadership or wider school leadership	• Experience of Performance Management and supporting the professional development of staff • Involvement in staff recruitment, appointment and induction • Experience of working with Governing Body to undertake its responsibilities effectively
Safeguarding • Experience of creating a strong safeguarding ethos and culture within school • Up to date knowledge of safeguarding requirements and current legislation	• Currently a Designated Safeguarding Lead