

## Assistant Headteacher - Personnel Specification

Essential	Desirable
<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Has qualified teacher status</li> </ul>	<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Further post QTS qualifications</li> </ul>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Has experience of leading a subject/phase</li> </ul>	<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Has experience of teaching across the primary range</li> <li>• Leadership and management experience e.g. key stage leader</li> <li>•</li> </ul>
<p><b>Qualities and Knowledge</b></p> <ul style="list-style-type: none"> <li>• Experience of leading school improvement and shaping the future</li> <li>• Can think strategically, build and communicate a coherent vision</li> <li>• Can inspire, challenge, motivate and empower others to carry the vision forward</li> <li>• Can model the values and vision of the school</li> </ul>	<p><b>Qualities and Knowledge</b></p> <ul style="list-style-type: none"> <li>• Evidence of continuous professional development</li> <li>• Can demonstrate a proven track record in school improvement</li> </ul>
<p><b>Pupils and Staff</b></p> <ul style="list-style-type: none"> <li>• Can demonstrate the principles and practice of effective teaching and learning</li> <li>• Can access, analyse and interpret information</li> <li>• Can acknowledge excellence and challenge poor performance across the school</li> <li>• Can challenge, influence and motivate others to attain high goals</li> <li>• Can give and receive effective feedback and act to improve personal performance.</li> </ul>	<p><b>Pupils and Staff</b></p> <ul style="list-style-type: none"> <li>• Has understanding and experience of coaching staff to secure improvements in teaching and learning</li> <li>• Understanding and a proven track record of using strategies to close gaps for groups of pupils</li> </ul>
<p><b>Systems and Processes</b></p> <ul style="list-style-type: none"> <li>• Can manage the school efficiently and effectively on a day-to-day basis</li> <li>• Can prioritise, plan and organise themselves and others</li> <li>• Understanding of the use of a range of evidence, including performance data, to support, monitor, evaluate and improve aspects of school life, including challenging poor performance</li> <li>• Can collect and use a rich set of data to understand the strengths and weaknesses of the school</li> </ul>	<p><b>Systems and Processes</b></p> <ul style="list-style-type: none"> <li>• Can think creatively to anticipate and solve problems</li> </ul>
<p><b>Self-Improving School System</b></p> <ul style="list-style-type: none"> <li>• Can listen to, reflect and act on feedback from all stakeholders</li> <li>• Can build and maintain effective relationships with parents, carers, partners and the community, that enhance the education of all pupils</li> </ul>	<p><b>Self-Improving School System</b></p> <ul style="list-style-type: none"> <li>• Can involve parents and the community in supporting the learning of children and in defining and realising the school vision</li> </ul>