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**Merdon Junior School**

*Achieving the best for all*

**Deputy Headteacher/SENCo – Personal Specification**

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| **Requirements** | **Assessed at each stage** | |  | |
|  | **Application** | **Interview** | **Desirable** | **Essential** |
| **Qualifications and Experience** |  |  |  |  |
| 1. Degree and Qualified Teacher Status | X |  |  | X |
| 2. NPQH/NPQSL/NPQSENCo or working towards this or evidence of other successful professional study | X |  |  | X |
| 3. Proven commitment to continued professional development | X | X |  | X |
| 4. Evidence of dynamic and inspirational leadership in a primary school | X | X |  | X |
| **Skills and knowledge** |  |  |  |  |
| 5. Demonstrate a commitment to the ethos of the school and developing a vision to drive continuous improvement | X | X |  | X |
| 6. Understand the legal framework within which a school operates, including national policy, curriculum developments, the OFSTED inspection framework and Safeguarding practices and procedures | X | X |  | X |
| 7. Excellent understanding of SEND provision and the ability to lead inclusive practises |  |  |  | X |
| 8. Has been or currently are as SENCo |  |  | X |  |
| 9. Ability to identify and evaluate data critical to the assessment of the school’s performance and take appropriate action in the best interests of the school | X | X |  | X |
| 10. Experience of effective financial planning, budgetary management and the use of resources to achieve the school’s objectives | X | X | X |  |
| 11. Understanding of the principles of excellence in teaching, learning and assessment | X | X |  | X |
| 12. Knowledge and understanding of how to provide a broad and balanced education and the widest range of opportunities for ALL pupils to enable them to achieve their full potential | X | X |  | X |
| 13. Ability to maintain high levels of behaviour to support children’s learning and social and emotional development | X | X |  | X |
| 14. Experience of leading high performing teams and maintaining effective personal relationships | X |  |  | X |
| 15. Experience of working with and creating learning partnerships and networks | X |  | X |  |
| **Leadership Skills** |  |  |  |  |
| 16. Ability to demonstrate commitment to safeguarding and promoting the welfare of children, ensuring that all members of the school community share that commitment | X | X |  | X |
| 17. Experience and ability to develop and communicate a clear strategic vision for the future development of the school in consultation with other stakeholders | X | X |  | X |
| 18. Experience of delivering the principles and strategies of whole school improvement by initiating, implementing and evaluating change and development | X | X |  | X |
| 19. Ability to manage, motivate and support individuals and teams effectively showing commitment to accountability for pupil outcomes - this will include Performance Management of staff | X |  |  | X |
| 20. Ability to build and maintain effective relationships with parents, carers, partners, and the community | X |  |  | X |
| 21. Ability to lead in a joyful, caring and highly effective manner | X | X |  | X |
| **Personal Qualities** |  |  |  |  |
| 22. High expectations of yourself and the staff team | X | X |  | X |
| 23. Excellent communicator with effective listening skills |  | X |  | X |
| 24. Courage and ability to tackle difficult issues, to avoid defensiveness and to convey outcomes clearly and sensitively | X | X |  | X |
| 25. Caring and supportive of pupils and staff | X | X |  | X |
| 26. A positive outlook on life | X | X |  | X |
| 27. A genuine desire to work with children, staff and parents to affect the best possible outcomes for each child in your care | X | X |  | X |