



OVERFIELDS PRIMARY SCHOOL Deputy Head Teacher – Person Specification

<i>Essential</i>	<i>Desirable</i>
Qualifications	
<ul style="list-style-type: none"> • Qualified Teacher status • Degree status 	<ul style="list-style-type: none"> • Evidence of additional further educational qualifications suitable to the post • Professional development in preparation for a leadership post
Experience	
<ul style="list-style-type: none"> • An outstanding teacher with evidence of raising standards • Excellent knowledge of the new national curriculum an implementing a creative approach to a curriculum that motivates and excites children • Extensive successful teaching experience in the primary age range • Proven leadership & management experience in the primary age range • Experience of teaching in more than one key stage • Experience of leading aspects of school improvement in a significant area • Analysis and interpretation of data available to school leaders to inform school improvement. Significant experience required to analyse and present this to a variety of audiences to support driving standards forward, narrow gaps and allocate funding. • Experience of leading a range of INSET for staff • Be skilled in self evaluation • Proven successful behaviour management strategies • Experience of working in partnership with parents and other agencies 	<ul style="list-style-type: none"> • Experience of working with and involving school Governors – understanding their role and impact • Experience of working with & developing links with the community • Knowledge and understanding of supporting the successful integration of children from different backgrounds • Budgetary management and principles of best value • Understanding and experience of the role of Deputy nominated teacher for safeguarding • Experience of using coaching and mentoring skills to raise standards
Knowledge & Understanding	
<ul style="list-style-type: none"> • Evidence of using data analysis, progress analysis and target setting to inform whole school development • Show a deep understanding, and ability to lead on, interpreting, analysing and presenting school data • Confident use of ICT communication skills • Up to date knowledge & understanding of the current national education agenda • Understanding of how children & adults learn and effectively apply their learning • Evidence of effective teaching, assessment, target setting and evaluating • Working knowledge of statutory safeguarding requirements 	<ul style="list-style-type: none"> • Confidence in using handheld devices, for example I Pads

Leadership skills	
<ul style="list-style-type: none"> • To assist the head in leading primary school This will require the ability to: • Lead on the development of assessment and data analysis • Lead and manage people to work both individually and in teams towards a common goal • Delegate and monitor effectively • Aid the head to initiate and manage change & improvement in pursuit of strategic objectives • Motivate and inspire by setting and following high standards • Understands and secures accountability of others • Be a performance management appraiser • Demonstrate the importance of distribution and delegation of leadership responsibilities • Seek advice & support when necessary • Deal sensitively with people and resolve conflicts • Ability to investigate, resolve problems & make decisions • Collect and weigh evidence, make judgements and take decisions in line with good educational practice • Think creatively & imaginatively to solve problems and identify opportunities • Experience of leading, challenging and developing staff to secure improvement • Be relentless in their drive to raise standards and support children's learning 	<ul style="list-style-type: none"> • Undertaken a leadership course such as NCSL 'Leadership Pathways' or similar • Evidence of successful development planning • Evidence of professional development relevant to preparation for assistant/deputy headship • Has a good understanding of pupil premium and has experience of ensuring their progress is accelerated and supported

Communication Skills	
<ul style="list-style-type: none"> • Ability to communicate clearly and take into account, where appropriate, the views of others • An ability to negotiate and consult • Effectively communicate orally and in writing to a range of audiences, especially parents 	<ul style="list-style-type: none"> • An ability to communicate with a range of stakeholders beyond the school
Self Management Skills	
<ul style="list-style-type: none"> • Ability to plan time and organise work effectively • Prioritise and manage time • Work under pressure and meet deadlines • Be self motivating and set personal goals 	
Personal attributes	
<ul style="list-style-type: none"> • To have drive and initiative • To have enthusiasm and a positive "can-do" approach to challenges and solving problems. Relentlessly positive • Strong personal leadership and management skills that inspire and motivate while being ambitious for the school • To be able to adapt to changing circumstances • To be imaginative, creative and innovative • To be reliable • Demonstrate resilience, perseverance and the ability to cope with the pressures of a demanding management position alongside a strong determination to succeed • To be thorough and attentive to detail • To have great integrity • Committed to the pursuit of excellence through reflective practice and continued professional development • A commitment to the broader life of the school 	<ul style="list-style-type: none"> • Development of extra curricular provision/ curricular enrichment

Application	
Candidates should indicate their areas of strength and expertise, projects or areas of school development on which they have led and how team work has formed a key element.	
References	
Two fully supportive references to cover all the candidates professional and personal qualities. The post will require a satisfactory disclosure clearance (DBS) at an enhanced level	Note: Please ensure all referees details are full and correct and your references will be available before the interview day