

Person Specification – Assistant Head Teacher, Gosforth Park First School

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Experience in a promoted post in a school covering the first/primary age range.
2	Experience of managing a team of staff.
3	Demonstrable track record of excellent teaching practice.
4	Experience of coordinating a particular curriculum area including SEND/vulnerable pupils.
5	SENCO qualification or willingness to work towards within 3 years of taking up the post.

Desirable

6	Experience of leading staff training and development.
7	Experience of working in strategic partnership with other agencies or professionals to ensure the best outcomes for children and young people.

Part B: Assessment Stage

Items (insert any relevant numbers e.g. 1, 3 and 8) of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Able to contribute effectively to the management, organisation and running of the school, particularly vulnerable pupils, SEND and behaviour.
2	Able to assist in the development and implementation of school aims, objectives, procedures, policies and practices.
3	Able to manage staff and resources in specific areas.
4	To be able to innovate, inspire and motivate other staff.
5	Leader who ensures the involvement and commitment of all team members in both teaching and learning and positive attitudes towards behaviour management.
6	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> ▪ motivation to work with children and young people ▪ ability to form and maintain appropriate relationships and personal boundaries with children and young people ▪ emotional resilience in working with challenging behaviours ▪ attitude to use of authority and maintaining discipline.
7	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

Desirable

8	Willing and able to cover in the absence of the Headteacher and Deputy Headteacher.
9	Able to manage and monitor budgets

The following methods of assessment will be used:

Method		Method	
Interview	Yes	Task	Yes
Lesson Observation	Yes	Structured discussion with pupils	Yes

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Disclosure and Barring Service Check
2	Additional criminal record checks if applicant has lived outside the UK
3	DBS Barred List Check
3	Medical clearance
4	Professional registration/QTS check with the National College for Teaching and Leadership
5	Two references from current and previous employers (or education establishment if applicant not in employment)
6	Right to work check and any other statutory check required by an educational establishment