

**Person Specification/Selection Criteria for
Assistant Headteacher at Northwood Community Primary School**

[A] Qualifications

		Essential/Desirable
1.	Qualified teacher status	E
2.	Degree	E
3.	SEND Qualification (NASENCO; NPQSENCO or equivalent)	E

[B] Professional Development

		Essential/Desirable
4.	Evidence of on-going leadership and management professional development	E
5.	Up to date safeguarding training and knowledge of legislation for the protection of young people	E

[C] School leadership and management experience

		Essential/Desirable
6.	Evidence of direct involvement in whole school self- evaluation and school improvement strategies	E
7.	Proven track record of improving outcomes, teaching quality or provision through effective leadership	D
8.	Successful experience of leading one or more curriculum areas	E
9.	Experience of being SENDCO or Deputy/Assistant SENDCO	E
10.	Evidence of direct involvement in whole school curriculum development	D
11.	To have led whole school initiatives	D
12.	Experience of working effectively within staff teams	E
13.	Experience of line management of staff	D
14.	To have had responsibility for policy development and implementation	D
15.	To demonstrate an awareness of current national education policy	E

[D] Experience and knowledge of teaching

		Essential/Desirable
16.	Proven excellence in teaching pupils within the primary phase	E
17.	Thorough knowledge of adaptive teaching strategies to support SEND pupils	E
18.	Secure understanding of assessment strategies, data analysis and the use of assessment to maximise achievement and outcomes	E
19.	Ability to promote inclusion, removing the barriers to learning to meet the needs of all pupils	E
20.	A strong commitment to a positive whole school culture of inclusive practice, including children with complex and diverse needs	E
21.	A commitment to addressing diversity positively	E

[E] Professional Attributes

		Essential/Desirable
22.	Ability to deal effectively and positively with a range of pupil behaviours	E
23.	An ability to communicate effectively, both orally and in writing, with a range of audiences	E
24.	To be a leader of learning demonstrating, promoting and encouraging outstanding classroom practice	E
25.	A good commitment to sustaining regular attendance at work	E
26.	A commitment to professional development for self and others, using strategies such as coaching and mentoring to bring out the best in people.	E
27.	Ability to support, develop and communicate the vision of the school	E
28.	Ability to motivate adults and children	E

[F] Personal Qualities

		Essential/Desirable
29.	A passion for pupil aspiration	E
30.	Excellent interpersonal skills, patience and relational intelligence	E
31.	Be committed to working with a high level of integrity and professionalism, including challenging assumptions and current practice	E
32.	Excellent organisational skills and the ability to prioritise tasks, make decisions and manage time effectively	E
33.	Ability to build and maintain good relationships with colleagues, parents and members of the wider school community	E
34.	The ability to perform effectively under pressure	E
35.	Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others	E

[G] Safeguarding

		Essential/Desirable
36.	Displays commitment to the protection and safeguarding of children and young people	E
37.	The ability to form and maintain appropriate relationships and personal boundaries with young people	E
38.	Has up to date knowledge and understanding of relevant legislation and guidance in relation to working with and protection of children and young people	E
39.	Will co-operate and work with relevant agencies to protect young people	E