



**Washingwell Primary School**  
**Person Specification: Deputy Head Teacher**

*The applicant should be able to provide evidence that they have the necessary experience, knowledge, understanding, skills and attributes required of the post*

	<b>Essential</b>	<b>Desirable</b>	<b>How Measured</b>
Qualifications, Education & Training	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Professional Development Training in preparation for headship / deputy headship</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> </ul>
Experience & Knowledge	<ul style="list-style-type: none"> <li>• At least 5 years' teaching experience in a Primary School</li> <li>• Evidence of successfully working with staff at all levels of the organisation</li> <li>• Evidence of management experience at senior level</li> <li>• Experience of managing cultural change</li> <li>• Experience of having lead a subject across school</li> <li>• Experience of key stage leadership</li> <li>• Experience of data analysis at school, class, group and individual level</li> <li>• Experience of coaching and mentoring on all levels</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of having taught in all Key Stages – Early Years, Key Stage 1, Key Stage 2</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>References</li> <li>Interview process</li> </ul>
Professional Knowledge & Understanding	<ul style="list-style-type: none"> <li>• Ability to work proactively with a confident approach</li> <li>• An understanding of the process of strategic planning</li> <li>• Demonstrate a range of strategies for leading and managing school improvement</li> <li>• An understanding of the principles and practice of effective school self-evaluation including data analysis</li> <li>• The principles of effective teaching and assessment</li> <li>• Effective learning and teaching strategies</li> <li>• The management of staff on all levels</li> </ul>	<ul style="list-style-type: none"> <li>• Strategies to promote and sustain individual/team development</li> <li>• An up to date understanding of national and local initiatives</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>References</li> <li>Interview process &amp; activities</li> </ul>

Personal & Professional Skills, Qualities & Attributes	<ul style="list-style-type: none"> <li>• Excellent interpersonal skills with ability to challenge while using tact and diplomacy and to manage conflict</li> <li>• Excellent organisational skills with an ability to use initiative appropriately and to work independently</li> <li>• Ability to cope with change in a dynamic environment</li> <li>• Creative and strategic thinker</li> <li>• Sociable, confident and a communicator with professional presence</li> <li>• Self-motivated</li> <li>• Ability to build and maintain effective relationships</li> <li>• Ability to inspire, challenge, motivate and empower others to carry the school vision forward</li> <li>• Demonstrates personal enthusiasm and commitment to the leadership process</li> <li>• Foster an open, fair and equitable culture</li> <li>• Listen to and reflect on feedback</li> <li>• Demonstrates an ability to communicate to a range of audiences and in a range of media.</li> </ul>	<ul style="list-style-type: none"> <li>• A dynamic thinker with a proven track record of innovation</li> </ul>	Application form References Interview process
Special requirements	<ul style="list-style-type: none"> <li>• Excellent attendance and timekeeping record</li> <li>• A desire to learn and develop</li> <li>• Political sensitivity and awareness</li> <li>• A sense of humour</li> <li>• Dynamic/visionary</li> </ul>		Application form References Interview Medical history form