



Southfields Primary School

• Good Learners • Accepting • Respectful • Kind

Southfields Community Primary School

PERSON SPECIFICATION – DEPUTY HEADTEACHER

Leadership Aspect	Essential	Desirable	Evidenced through
Qualification	<ul style="list-style-type: none"> • Have qualified teacher status • Degree or equivalent • A commitment to professional development 	<ul style="list-style-type: none"> • Evidence of further learning • Evidence of attendance on leadership courses 	Application form
Experience	<ul style="list-style-type: none"> • Successful experience of leading one or more subject areas • Substantial, successful teaching experience • Successful experience of leading a phase or whole school area / project 	<ul style="list-style-type: none"> • Experience of working in more than one other school or learning environment • Experience of curriculum leadership across the primary age range • Experience of leading significant curriculum change through to implementation and review of impact 	Application form
Professional Development	<ul style="list-style-type: none"> • A record of continuous professional development that includes training in leadership and management. • Experience of supporting training and helping to co- ordinate the professional development of colleagues. 	<ul style="list-style-type: none"> • Postgraduate level qualification • NPQSL /NPQH award or similar • Participation in work with other schools / agencies 	Application form

Headteacher: Mr James Gale

Southfields Primary School, East Street, Coventry, CV1 5LS

T. 02476 226 810

E. enquiries@southfieldsprimary.org

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<p>School culture and continuous school improvement</p>	<ul style="list-style-type: none"> • Minimum of 5 years classroom teaching experience • A vision of the overall aims and direction of a successful school • The ability to communicate aims and vision in order to inspire and motivate others • Ability to think strategically and help to build school priorities and policies • A good knowledge and understanding of what constitutes an effective school and the necessary skills of leadership and management to help create • such a school. • Ability to access and analyse relevant data and to use this information to set priorities and determine school action. • Knowledge of the statutory requirements and other relevant legislation relating to school leadership and management. • Know how and when to consult with and engage the support of 'external agencies' such as the services provided by the Local Authority. • An ability to assist in the management of a school budget effectively matching resources to school needs and priorities 	<ul style="list-style-type: none"> • Demonstrate an active contribution to the policies and strategic direction of a school • Understanding of how financial and resource management enable a school to achieve its educational priorities • Experience of working directly with parents to raise standards and involvement with the community • Experience in implementing the strategic use of tracking and assessment tools and procedures at whole school level 	<p>Application form</p> <p>Tasks</p> <p>Interview</p>
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<p>Governance and accountability</p>	<ul style="list-style-type: none"> • Experience of working in and leading staff teams • Ability to delegate work and support colleagues in undertaking responsibilities • Ability to communicate effectively, orally and in writing to a range of audiences • Experience of effective whole-school self- evaluation and improvement strategies • Ability to provide clear information and advice to staff and governors • Secure understanding of strategies for performance management • Experience of leading performance management and supporting the continuing professional development of colleagues • Ability to establish respectful, effective working relationships 	<ul style="list-style-type: none"> • Experience of working with governors to enable them to fulfil whole- school responsibilities • Successful involvement in staff recruitment, appointment/induction • Leading sessions to inform parents • Experience of offering challenge and support to improve performance • Experience of managing change in a school • Played a key role in implementing a School Development Plan 	<p>Application form</p> <p>Tasks</p> <p>Interview</p>
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<p>Teaching</p> <p>Curriculum and Assessment</p> <p>SEND</p>	<ul style="list-style-type: none"> • A good understanding of what contributes to successful learning and the ability to promote the most effective teaching strategies to bring this about. • A good understanding of how assessment strategies are used to inform learning in order to help pupils make progress • The ability to help create and maintain a school site that ensures the health and safety of staff and pupils, and which presents a stimulating and attractive learning environment for pupils. • A clear understanding of what constitutes a broad and balanced curriculum that meets statutory requirements, and which is sufficiently well differentiated and resourced to meet the needs of all pupils. • Knowledge of Education Acts, other relevant legislation and Ofsted requirements • Awareness of current developments in Education and the implications of these, particularly for vulnerable groups 	<ul style="list-style-type: none"> • An awareness of the way schools can promote values, a moral code and understanding of citizenship • Experience of leading CPD activities • Experience of monitoring and evaluating teaching and learning • Experience of implementing strategies to promote equality of opportunity 	<p>Application form</p> <p>Observation</p> <p>Interview</p>
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Professional development and working in partnership	<ul style="list-style-type: none"> • A developmental approach to working with others • A growth mind-set and an educational ethos rooted in placing the child at the centre of all decisions and actions • Innovative and solution focused • Evidence of thinking clearly about leadership, educational philosophy and presentation of experience to meet the requirements of the post • A commitment to raising achievement through partnership with parents / carers and other agencies 		Application form Tasks Interview
Behaviour and organisational management	<ul style="list-style-type: none"> • The ability to relate positively to the headteacher, pupils, colleagues, parents, governors and others who contribute to the work of the school. • The communication skills needed to provide clear and accurate information and well – informed advice • The ability to organise and manage work effectively i.e. being able to prioritise and organise tasks, make decisions, support and delegate when appropriate. • To have high expectations of pupils' learning, attainment and behaviour and of one's own professional abilities and those of colleagues. • A commitment to equal opportunities • Resilience under pressure with a high level of commitment- a desire to go the extra mile 	<ul style="list-style-type: none"> • Experience of being a lead professional in a CAF • Experience of being a safeguarding lead 	Application form Tasks Interview
References	<ul style="list-style-type: none"> • Excellent and unequivocal 		References

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