

# Ravensdale Primary School

## Assistant Headteacher

### Person Specification



	Essential	Desirable
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Follow the schools' values of transparency, child centred-ness, trust, teamwork, pro-activity and stewardship.</li> <li>• Take a developmental approach to working with all others.</li> <li>• Be a warm, positive person.</li> <li>• Ability to challenge, inspire, enthuse and motivate colleagues.</li> <li>• To be pro-active and take responsibility.</li> <li>• To communicate effectively with all stakeholders.</li> <li>• Understand and promote "unconditional positive regard," through word, action and relentless positivity.</li> </ul>	
<b>Qualification</b>	<ul style="list-style-type: none"> <li>• Have qualified teacher status.</li> <li>• To be educated to at least degree level.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of further learning and a commitment to professional development.</li> <li>• Evidence of attendance on leadership courses.</li> </ul>
<b>Knowledge and understanding</b>	<ul style="list-style-type: none"> <li>• A solid understanding of positive attitudes to learning</li> <li>• Able to take an overview of one of Maths or English (Writing) or English (Reading) across the school.</li> <li>• Evidence of strong professional subject knowledge.</li> <li>• Have a good understanding of current teacher standards and the meaning of them, including professional expectations.</li> <li>• Ability to plan lessons effectively, setting clear learning intentions and ensuring all different groups of pupils make maximised progress, exemplifying this through daily practice.</li> <li>• An understanding of the skills and attributes involved in effective leadership.</li> <li>• Understanding of using and analysing data to both raise standards and to identify key issues which need addressing.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidenced experience of raising standards within whole school priorities.</li> <li>• Evidence of understanding strategic management.</li> <li>• Evidence of sound grounding in EYFS and early years principles is an advantage.</li> </ul>

<b>Teaching and managing pupil learning</b>	<ul style="list-style-type: none"> <li>• Be able to ensure effective teaching of whole class, groups and individuals so that all pupils progress in line with school expectations.</li> <li>• Set high expectations for pupil behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.</li> <li>• Use teaching methods which keep pupils' engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of coaching and mentoring colleagues to support professional development and impact upon pupil outcomes.</li> </ul>
<b>Assessment and evaluation</b>	<ul style="list-style-type: none"> <li>• Be able to assess how well pupils have learnt, and use this assessment effectively for future teaching.</li> <li>• Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress, in accordance with school policies.</li> <li>• Have a secure understanding of the range of pupils' attainment across the primary age range, and pitch lessons accordingly.</li> </ul>	<ul style="list-style-type: none"> <li>• To support colleagues in their use of assessment.</li> </ul>
<b>Pupil achievement</b>	<ul style="list-style-type: none"> <li>• Be able to secure progress towards pupil targets.</li> <li>• Be able to demonstrate that, as a result of your teaching, pupils achieve well relative to prior attainment, making good or better progress.</li> <li>• To support teachers within your phase to secure better than national progress for pupils.</li> </ul>	
<b>Managing own performance development</b>	<ul style="list-style-type: none"> <li>• Understand the need to take responsibility for your own professional development and to keep up-to-date with research and developments in pedagogy and in the subjects you teach.</li> <li>• Have an understanding of your professional responsibilities in relation to school policies and practices.</li> <li>• Be able to evaluate your own and other's teaching critically and use this to improve effectiveness.</li> </ul>	
<b>Managing and developing staff and other adults</b>	<ul style="list-style-type: none"> <li>• Establish respectful, effective working relationships with all professional colleagues.</li> </ul>	

<b>Strategic leadership</b>	<ul style="list-style-type: none"> <li>• Ability to think strategically and help to build school priorities and policies.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate an active contribution to the policies and aspirations of the school</li> <li>• Evidence of experience of managing trips and excursions.</li> </ul>
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