

Person Specification: Assistant Head Teacher

**Based at:
Riverdale Primary School.**

	Essential	Desirable
Qualifications/ Training	<p>Qualified Teacher status</p> <p>Evidence of involvement in CPD both as a participant and as a deliverer</p> <p>Deputy Designated Safeguarding Lead training, or be prepared to undertake this training</p>	<p>Degree level qualification</p> <p>NPQ training</p>
Experience	<p>The Assistant Head Teacher should have experience of:</p> <ul style="list-style-type: none"> • strategic responsibilities in school leadership and management, including successful participation in inspection or internal review; • working with Governors; • leading an area of curriculum development, demonstrating a positive impact on outcomes; • the process of school development and improvement planning; • implementation of an area of a school improvement plan • participating in a team approach to management, including change 	<p>In addition, the Assistant Head Teacher might have experience of:</p> <ul style="list-style-type: none"> • teaching experience in more than one establishment; • teaching experience in more than one Key Stage; • working with children from a variety of social backgrounds; • working with children and families who require support from external agencies; • involvement in the evaluation and prioritisation of elements in the School Development Plan;

	management and the management of safeguarding concerns.	<ul style="list-style-type: none"> • successful staff recruitment, appointment and induction.
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Knowledge and understanding	<p>The Assistant Head Teacher should have knowledge and understanding of:</p> <ul style="list-style-type: none"> • the role of the leadership group within school; • the Ofsted Inspection Framework and the process and place of self-evaluation; • current curriculum management and the school's role in providing for all pupils; • the principles of community education, contextual safeguarding and parental involvement; • whole school issues and their implications for financial management. 	<p>In addition, the Assistant Head Teacher might also have knowledge and understanding of:</p> <ul style="list-style-type: none"> • monitoring and assessment across all key stages
Skills	<p>The Assistant Head Teacher will be able to:</p> <ul style="list-style-type: none"> • use vision, initiative and leadership in making change, to enhance and raise standards; • support the work of colleagues and promote staff development, with an understanding of its relevance to performance management; 	<p>In addition, the Assistant Head Teacher might be able to:</p> <ul style="list-style-type: none"> • show evidence of his or her active involvement in a PTFA or Parents' Association, or a wider community issue;

	<ul style="list-style-type: none"> • involve staff, parents and governors in the process of establishing a clear and shared set of aims, objectives and values for the school; • listen and respond to adults and children, using good interpersonal skills; • take a positive attitude to behaviour management; • take responsibility for management across a key stage. 	
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Personal characteristics	Adaptable Approachable Calm Self-confident Self-motivated	Willingness to further their own CPD by e.g. undertaking NPQH.
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