



**Person Specification
Deputy Headteacher & EYFS Lead**

Note to applicants:

The **Essential Criteria** are the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.

The **Desirable Criteria** are used to help decide between candidates who meet **ALL** the Essential Criteria.

The **Source** column shows how the school will obtain the necessary information about you.

If the **Source** column says the **Application Form** next to an **Essential Criteria** or a **Desirable Criteria**, you **must** include in your application enough information to show how you meet this criteria. You should include examples from your paid work.

A = Application
I = Interview

TRAINING AND QUALIFICATIONS

	Essential	Desirable	Source
Qualified Teacher Status	✓		A
Degree	✓		A
Evidence of further development in preparation for a leadership role e.g. NPQSL, Masters Degree		✓	A
Relevant senior leadership experience focused on teaching and learning		✓	A
Experience of more than one school		✓	A

PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas :

	Essential	Desirable	Source
Current educational issues – The Early Years Curriculum and assessment systems	✓		I
Strategies for improving Teaching and Learning within a phase particularly in EYFS and/or KS1	✓		A, I
Leading an EYFS and / or KS1 initiatives and training	✓		A, I
School improvement planning	✓		A, I
The use and analysis of data	✓		I
New technologies and a wide range of management software to aid teaching and learning, tracking progress, and data analysis	✓		A, I

EXPERIENCE AND CURRENT PRACTICES

Applicants should be able to demonstrate from their experience and current practice the ability to:

	Essential	Desirable	Source
Substantial and successful leadership and management of a core subject or phase particularly in EYFS	✓		A, I

and/or KS1			
Experience of impacting on standards and pupil progress in a key area or phase	✓		A, I
Create and secure commitment to a clear strategic vision for an effective school	✓		A, I
Translate vision into practice	✓		A, I
Implement high quality CPD for Staff within a key area of phase	✓		A, I
Implement accountability systems and collect data/evidence within a phase particularly in EYFS and/or KS1 to healthcheck Teaching and Learning	✓		A, I
Prioritise, plan and organise	✓		I
Direct and co-ordinate the work of others	✓		A, I
Lead, support and work as part of a high-performing team	✓		A, I
Delegate tasks, monitor and evaluate outcomes	✓		I
Act as a role model for pupils and staff by setting high personal and professional standards	✓		I
Motivate and inspire pupils, staff, parents, governors and the wider community	✓		I
Deal sensitively with people and resolve conflicts	✓		I
Use appropriate leadership styles in different situations and understand their likely effects.	✓		I

SKILLS AND PERSONAL QUALITIES/CHARACTERISTICS

	Essential	Desirable	Source
Be an excellent classroom practitioner able to secure pupil engagement in learning	✓		A, I
Demonstrate the ability to identify tasks, and drive projects forward to successful completion	✓		A, I
Possess excellent communication skills. Able to engage a variety of audiences	✓		A, I
Ability to analyse complex issues and to think both creatively and strategically	✓		I
Ability to apply and adapt national initiatives in a local context	✓		I
A commitment to comprehensive and inclusive education	✓		A, I
Personable, approachable, whilst still inspiring respect and personal and professional credibility	✓		I
Ability to work under pressure whilst maintaining a positive and creative attitude	✓		I
To be resilient	✓		I