

Person Specification

JOB TITLE:	Deputy Headteacher
DATE:	May 2025
STATUS:	Final

CRITERIA	Essential/ Desirable	Application	Tasks	Interview	Vetting checks
Knowledge and qualifications					
1. Qualified teacher status.	E	✓			✓
2. National Professional Qualification for Senior Leaders (NPQSL) or other post-qualification educational leadership/management qualification e.g. Med; or a willingness to undertake these.	D	✓			✓
3. Evidence of personal commitment to lifelong learning.	E	✓		✓	
4. Current knowledge and understanding of national and local education policy, curriculum and management issues.	E	✓		✓	
5. Thorough understanding of how young people learn and the core features of effective curriculum planning, delivery and assessment from Early Years to Key Stage 2 and transition to secondary.	E		✓	✓	
6. Has a detailed understanding of the essential components of quality first teaching.	E		✓		
Experience					
7. Demonstrable experience of teaching in primary to improve pupil outcomes.	E	✓		✓	
8. Experience of contributing to leadership and management in a primary school as a member of the Senior Leadership Team.	E	✓		✓	
9. Previous experience as an Assistant Headteacher or Deputy Headteacher.	D	✓		✓	
10. Track record of success in at least one of the following: developing and implementing whole school strategies to improve behaviour or attendance; using whole school data to plan and implement effective interventions to improve outcomes; leading whole school teaching and learning, assessment or curriculum development.	E	✓		✓	
11. Experience of working with stakeholders, parents and the community.	E	✓		✓	
12. Evidence of developing and coaching colleagues.	E	✓		✓	
13. Able to demonstrate holding colleagues to account.	E	✓		✓	

Skills and competencies					
14. Models good practice and leads by example with integrity, positivity, creativity, resilience and clarity.	E	✓	✓	✓	
15. Able to translate school improvement priorities into practical actions which support and empower pupils and staff to succeed.	E	✓	✓	✓	
16. Can define a vision for quality first teaching and drive teaching and learning across the whole school.	E	✓	✓		
17. Demands ambitious standards and high expectations for all pupils to overcome disadvantage and advance equality.	E	✓	✓	✓	
18. Supports a culture of self-evaluation and demonstrates commitment, engagement and involvement in the school development planning process.	E	✓	✓	✓	
19. Personal drive to effectively plan workload and set priorities for self and others.	E	✓	✓		
20. Team leader who effectively manages own behaviour and relationships with others to provide appropriate support and challenge.	E		✓	✓	
21. Excellent oral and communication skills that are effective for a range of audiences including how best to approach difficult or sensitive issues.	E		✓	✓	
22. Committed to working with other professionals to champion best practice and secure excellent outcomes for all pupils.	E	✓	✓	✓	
Other					
23. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role.	E	✓		✓	✓
24. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.	E			✓	✓
25. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role.	E				✓
26. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible.	E	✓	✓	✓	✓