

Person Specification

Job Title:	Deputy Headteacher
Salary/Grade:	Leadership Pay Range: L9 - L13
Contracted Hours:	32.50 Hours per week
Academy Name:	Fairway Primary Academy
Location/Address:	Muirfield Gardens, Kings Norton, Birmingham, B38 8XQ

Greenheart Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to the interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

	Essential	Desirable	How Identified
Education & Qualifications			Formal possession of an appropriate qualification to be verified at Interview or from records
Qualified teacher status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A degree or equivalent qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Evidence of in-service professional development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Relevant Experience			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion.
Successful experience of teaching children in the Primary Age range	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Substantial knowledge and understanding of learning and teaching at Key Stage 1/2/EYFS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Recent experience of working successfully as a senior leader or middle manager in a school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Leadership of a significant area or phase including responsibility for raising standards across the whole school and contributing to self-evaluation and school improvement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Have experience of assessing, recording and reporting on pupil's learning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to cater to the needs of all ability levels through quality first teaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
A thorough up to date knowledge of the range of teaching, learning and behaviour management strategies and how to implement them effectively.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Experience of data analysis	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Experience of teaching in more than one key stage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Experience of working with SEND students and effective strategies of improving attainment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

	Essential	Desirable	How Identified
Skills & Abilities			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion
Demonstrate outstanding practice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Analyse data, evaluate pupil progress and plan an appropriate course of action for whole school improvement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Inspire, challenge, motivate and empower others to carry the vision forward.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Lead and manage people to work towards common goals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to investigate, resolve problems and make decisions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Communicate effectively to a wide range of different audiences (verbal, written, using ICT as appropriate).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to ensure that the school atmosphere is welcoming and that parents are encouraged to take an active part in the life of the school and their child's education.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Expecting and facilitating all children to reach their potential irrespective of social background.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to manage effectively pupil discipline and have a commitment to a high level of pastoral care.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Effective administrative and organisational skills and time management and the ability to work under pressure and to tight deadlines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion
A clear understanding of the essential qualities necessary for effective teaching and learning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The principles of effective assessment for learning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge and understanding of data analysis and the ability to use data to set targets for improvement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Up to date knowledge & understanding of the current national education agenda.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge of current safeguarding child protection procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Personal Attributes			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion
Calm, caring, patient and nurturing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Creative, enthusiastic, and proactive, keen to embrace new ideas and challenges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Energetic and enthusiastic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Confidence and excellent inter-personal skills.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Demonstrate Loyalty and confidentiality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Committed to continuing professional development for self and others.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Essential	Desirable	How Identified
General & Specific or Legal knowledge			Application form and interview questioning and reference.
An understanding of the importance and impact of Quality First Teaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Special Requirements			
It is the responsibility of each employee to carry out their duties in line with Greenheart Learning Partnership's ethos and culture of safe working practices for adults working with children and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. Each employee should act as an exemplar on these issues and must, where appropriate, identify and monitor training for themselves and any employees they are responsible for.			

Developed by:	Darren Mann - (Headteacher)	Date of issue:	April 2024
Signature of Postholder		Date of signature:	