Pendle Community High School & College

Person Specification – Assistant Headteacher

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| **Qualifications**1. Qualified Teacher Status (including associated degree)
2. Evidence of continuing professional development re SEND.
3. Additional professional development and qualifications relating to leadership responsibilities e.g. NPQML or NPQSL
 | **E****E****D** | **Evidence****A****A/ I****A/ I/ R** |
| **Experience**1. Experience of successfully undertaking a middle leadership role (min 2 years)
2. Sustained proven record as an outstanding teacher.
3. Direct SEND teaching experience within a primary, secondary or specialist provision (min 3 years).
4. Experience of managing and delivering a highly differentiated curriculum across a range of SEND.
5. Experience of multidisciplinary working.
 | **E****E****E****E****E** | **A/ I/ R****A/ I/ R****A/ I/R****A/I/ R****A/ I**  |
| **Knowledge and Skills**1. Understanding of the principles of effective learning for children with significant SEND (inc application of National Curriculum).
2. Thorough knowledge of Teaching Standards 2012 and current educational legislation including SEND Code of Practice 2014.
3. Knowledge and understanding of effective safeguarding processes and procedures
4. Working knowledge of assessment procedures and ability to analyse and utilise progress data to support progress and raise achievement.
5. Knowledge and skill in utilising ICT to support all aspects of learning.
6. Knowledge and skill in the supporting of positive behaviour strategies.
7. Well established leadership and management skills
 | **E****E****E****E****E****E****E** | **A/I****A/ I****A/I****A/ I****A/ I/ R****A/ I/ R****A/ I** |
| **Abilities**1. Effective team working including management and development of teaching and support staff and leading by example.
2. Effective interpersonal, communication and presentation skills.
3. Commitment to self-evaluation and ability to formulate, monitor review and evaluate whole school plans and policies.
4. Highly effective time management and organisational skills, with ability to prioritise and remain calm under pressure.
5. Ability to be a reflective practitioner, manage change effectively and engage in mentoring and or coaching as appropriate.
 | **E****E****E****E****E** | **A/ I/ R****A/ R****A/ I/ R****A/ I/ R****A/ I/R** |
| **Equal Opportunities**1. Commitment to the promotion of equality of access and opportunity for all children and young people.
 | **E** | **A/ I/ R** |

**E – Essential D – Desirable A – Application Form / Letter I – Interview R -References**