

## Person Specification

### Assistant Headteacher L9-L13

Criteria or Requirements	Essential	Desirable
<b>1. QUALIFICATIONS &amp; EXPERIENCE</b> <ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Relevant Higher Qualification</li> <li>• Experience of coaching and/or mentoring staff members</li> <li>• Experience of running staff meetings and/or providing training</li> <li>• Experience of monitoring the quality of teaching and learning</li> <li>• Experience of line managing teachers, HLTAs and support staff including appraisals and coaching</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li></li> <li>✓</li> <li>✓</li> <li>✓</li> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> <li>✓</li> <li></li> <li></li> <li></li> <li>✓</li> </ul>
<b>2. KNOWLEDGE, SKILLS AND UNDERSTANDING</b> <ul style="list-style-type: none"> <li>• Evidence of consistently excellent classroom practice with SEND students in a Special Needs School</li> <li>• Excellent interpersonal and communication skills</li> <li>• Excellent understanding of the holistic needs of students with SEND</li> <li>• Understanding of the SEND code of practice especially EHCP and annual reviews</li> <li>• Ability to analyse and track student holistic progress</li> <li>• Evidence of a commitment to improve student wellbeing through a PBS approach</li> <li>• Evidence of embedding enrichment activities with impact</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li></li> <li></li> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> <li></li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>
<b>3. PERSONAL QUALITIES</b> <ul style="list-style-type: none"> <li>• Highly motivated, reliable with integrity</li> <li>• Ability to inspire, challenge and motivate colleagues</li> <li>• Energy, enthusiasm and perseverance with 'can do' approach</li> <li>• Positive commitment to personal development</li> <li>• Capacity to work hard, under pressure, and to meet deadlines</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> <li></li> <li></li> </ul>

<ul style="list-style-type: none"> <li>• Adaptable and amenable with respect to working practices</li> <li>• Team player and able to work independently</li> <li>• Ability to problem solve and multi task</li> </ul>	✓  ✓  ✓	
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This person specification lists the essential and desirable requirements that are necessary to do this job and how these will be assessed. In your application you should state clearly how you meet the requirements which are being assessed by this method, as the panel will reach a decision on whether to short-list you or not based on the information you provide.

Please apply in writing to [recruitment@marlborough.bexley.sch.uk](mailto:recruitment@marlborough.bexley.sch.uk)

Interviews will be confirmed once the closing date for applications has passed.

**Supporting statements should be no longer than 3 sides of A4 paper.**