Person Specification
Assistant Headteacher Behaviour

Personal attributes required based on Job Description *Essential requirements are those without which an applicant will not be considered for appointment.*	Essential (E) or Desirable (D) Criteria
Qualifications	
1. Qualified Teacher Status	E
2. Qualified to degree level	E
3. Relevant post-graduate qualification in education or leadership/ management.	D
Experience	
1. Recent experience as an Assistant Headteacher or undertaking an additional teaching and learning responsibility in a primary school.	E
2. Track record of delivering and sustaining progressive improvements in achievement through the high quality leadership of behaviour and attendance.	E
3. Experience of implementing successful school-wide strategic projects that have supported school improvement objectives.	E
4. Experience of successful and robust staff management.	D
5. Experience of leading and managing high quality Alternative Provision.	D
6. Demonstrable experience of working in education within a challenging environment	E
7. Demonstrable experience of teaching a broad ability range of students.	E
Knowledge	
1. Excellent and current knowledge, understanding and passion in effective behaviour management approaches and implementation.	E
2. Detailed knowledge of primary curriculum.	E
3. Up to date knowledge of the General Data Protection Regulation and Safeguarding legislation.	E
4. Significant understanding of the responsibilities of a senior leader in promoting and safeguarding the welfare of students.	E
5. Full knowledge of the current Ofsted framework.	E
6. Excellent knowledge and understanding of the use of data and key performance indicators in determining benchmarks to set school targets.	E

Skills and Abilities	
1. Ability to inspire and motivate staff, pupils and parents to achieve the aims of the school.	E
2. Excellent communication skills, both verbal and written, with the ability to negotiate and consult tactfully and effectively in order to achieve desirable outcomes.	E
3. Excellent ability to make well-judged decisions based upon accurate analysis and interpretation of appropriate data or information.	E
4. High level pro-active and creative thinking to anticipate issues, address problems and pursue opportunities.	E
5. Strong resilience to secure successful outcomes.	E
6. Readiness to seek and respond to advice and guidance.	E
7. Excellent collaborative working skills to perform effectively as part of wider teams.	E
8. Robust people management and leadership skills, to lead by example.	E
9. Determination to promote equality of opportunity throughout all aspects of academy life.	E
10. Ability to set, expect and monitor excellent standards.	E
11. Strong ability and drive to achieve challenging personal and organisational goals.	E
12. Excellent ability to independently plan, organise and prioritise a busy workload and support other staff in doing this.	E
13. The ability to work flexibly and respond to change on a daily basis.	E
14. The ability to demonstrate professional behaviour at all times, remaining calm in potentially sensitive or difficult situations.	E
15. The ability to achieve strong and positive working relationships and to use negotiation skills to achieve a successful outcome.	E
16. The ability to use Microsoft Office at an excellent level.	E
17. Dealing with matters confidentially and sensitively.	E
18. The ability to act as a role model to encourage and promote non-discriminatory behaviour and sustain strong equality and diversity in the workplace.	E
19. The ability to work as an effective team leader and ensure the involvement and commitment of all team members.	E
20. The ability to work with confidence and consistency to maintain trust and assurance in the reputation of the school and FCAT.	E
Other Attributes	
1. Evidence of continued professional development	D