



Person Specification: Assistant Headteacher

Professional Qualifications/Training	Essential	Desirable
Qualified Teacher Status	✓	
Evidence of recent training and development in special education and/or leadership	✓	
Further SEN specific qualifications applicable to a special school setting		✓
Further professional qualification e.g. NPQ		✓
Experience	Essential	Desirable
Successful experience of teaching pupils with a wide range of learning needs	✓	
Experience of planning, delivering and monitoring a curriculum for pupils with diverse learning needs	✓	
Have an up-to-date knowledge of relevant safeguarding legislation and the ability to prompt a culture of safeguarding	✓	
Have successful experience of leading whole school initiatives and managing change.	✓	
Experience of managing/leading a Key Stage/Phase within school		✓
Successful leadership experience at middle or senior leadership level		✓
Experience and an understanding of school financial and resource management and planning, including value for money considerations		✓
Skills, Knowledge & Attributes	Essential	Desirable
Has an understanding of how to put the safeguarding of children at the centre of the work of the school and the ability to deal with sensitive information in a confidential manner	✓	
Commitment to the setting and achieving of ambitious challenging goals and standards	✓	
Communicates well at all levels with pupils, staff, parents / carers, governors and partner agencies	✓	
Ability to work under pressure, good organisational skills, able to prioritise effectively	✓	
Experience of leading or contributing to EHCPs, Annual Reviews and multi agency working	✓	
Ability to lead, motivate and develop staff teams	✓	

Encourages and listens to the 'student voice'	✓	
Able to articulate and contribute, in partnership with others, to a strategic vision for the school and can show experience of successful improvement / action planning		✓
Leadership & Management	Essential	Desirable
Has a sound knowledge of and some involvement in implementing strategies that enhance teaching and learning opportunities	✓	
Good leadership skills and a presence which inspires confidence and motivates others	✓	
An open, honest and inclusive leadership style with a commitment to CPD	✓	
Experience of working collaboratively with senior management, parents and carers and external agencies	✓	
Understanding of the Ofsted Framework and inspection requirements		✓
Involvement in reviewing self evaluation and implementing develop plans		✓
Experience of recruiting, selecting, interviewing and delivering effective performance management of staff using the current Teachers' Standards and Regulations for teacher appraisal and capability		✓
Strengthening Community	Essential	Desirable
A commitment to working with the Governing Board	✓	
A successful record of working with key partners, both within and beyond education, including parents / carers and local schools	✓	
A commitment to developing links with the local community		✓