**ST. JOHN’S C.E. PRIMARY SCHOOL**

**PERSON SPECIFICATION**

**Assistant Headteacher - EYFS/KS1 Lead**

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| **Qualifications:** | **Essential/Desirable** |
| 1. Qualifications and training
 | Essential |
| 1. Qualified teacher status
 | Essential |
| **Experience:** |  |
| 1. Teaching within the EYFS and KS1 and providing or leading educational needs across this age range, including those with additional needs
 | Essential |
| 1. Strategic responsibilities in school leadership and management
2. School development and improvement planning within the EYFS and KS1
3. Leading and managing staff successfully
4. Knowledge or understanding of KS2
5. Knowledge or understanding of mixed aged class teaching
6. Active membership of the school management team
7. Working with Governors
 | EssentialEssentialEssentialEssentialEssentialDesirableDesirableDesirable |
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| **Professional Knowledge and Understanding:** |  |
| 1. Sound, proven knowledge of a wide range of teaching and learning approaches, which contribute to effective child development and high standards of achievement of all children within the EYFS and KS1
 | Essential |
| 1. Knowledge of effective ways of supporting and encouraging parents’ understanding and participation in children’s learning and development within EYFS and KS1
 | Essential |
| 1. Knowledge of the assessment, recording and reporting of pupils’ progress and achievements in the context of both the broader curriculum and the statutory requirements of the National Curriculum within EYFS and KS1
2. Knowledge of effective strategies to include, and meet the needs of, all pupils in particular underachieving groups of pupils, pupils with EAL and SEND within the EYFS and KS1
3. Knowledge and understanding of teaching in KS2 which achieves very high standards
4. The role of the leadership group within the school
5. Current statutory safeguarding responsibilities of schools
6. The process and importance of school self-evaluation
7. Bench-marking test results on a local and national basis
 | EssentialEssentialEssentialEssentialEssentialEssentialDesirable |
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| **Professional Skills and Abilities:** |  |
| 1. Ability to work effectively as a member of a small team and make a significant contribution to the overall development of the school
2. Show evidence of vision, initiative and leadership in managing change to enhance and raise standards
 | EssentialEssential |
| 1. Ability to adapt to working in vertically grouped classes
 | Essential |
| 1. Ability to establish positive and productive working relationships with pupils and adults, particularly parents and local communities
2. Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships
 | EssentialEssential |
| 1. Ability to work on own initiative, organise personal workload with calm efficiency and meet agreed deadlines.
2. Support the work of colleagues and provide staff development, with an understanding of its relationship to performance management
3. Listen and communicate effectively (both orally and in writing) to a variety of audiences
4. Have a calm approach and positive attitude to behaviour management
5. Work effectively as a member of the leadership team
 | EssentialEssentialEssentialEssentialEssential |
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| **Commitment:** |  |
| 1. Commitment to working in a church school and upholding the Christian ethos
 | Essential |
| 1. Commitment to equality of opportunity for all
2. To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post
 | EssentialEssential |