



Assistant Headteacher (L8-L12): Person Specification

Criteria	Qualities
Qualifications and training	<ul style="list-style-type: none">• Qualified teacher status• National Award for SEND Co-ordination, or a willingness to complete it within 3 years of appointment• Degree
Experience	<ul style="list-style-type: none">• Teaching experience for at least 5 years in a mainstream secondary school• Experience of working at a whole-school level with a demonstrable impact• Involvement in self-evaluation and development planning• Experience of conducting training/leading INSET• Experience of senior or middle leadership including the line management of a team of staff• Proven track record of raising standards through outstanding classroom practice.
Skills and knowledge	<ul style="list-style-type: none">• Sound knowledge of the SEND Code of Practice, as well as statutory arrangements for disadvantaged pupils and Looked After and Previously Looked After Children.• Understanding of what makes 'quality first' teaching, and of effective intervention strategies• Ability to plan, organise, deliver and evaluate interventions• Data analysis skills, and the ability to use data to inform provision planning• Effective range of communication and interpersonal skills to a variety of audiences• Ability to work with other agencies and professionals and build effective working relationships• Ability to influence and negotiate• Good record-keeping skills and the ability to manage school information and data for recording, monitoring, evaluation and reporting• Proficiency in the use of ICT and the software programmes used in school.
Personal qualities	<ul style="list-style-type: none">• Commitment to getting the best outcomes for pupils and promoting the ethos and values of the school• Commitment to equal opportunities and securing good outcomes for pupils with SEN or a disability• Ability to work under pressure and prioritise workload efficiently• Commitment to maintaining confidentiality at all times• Have a clear understanding of Child Protection procedures and a commitment to safeguarding and equality• The ability to deal effectively with students, parents and all stakeholders• Team player and highly motivated• Ambitious and committed to own professional development