



WILLOW TREE
Academy



Personal Specification

DEPUTY HEADTEACHER

Attributes	Essential	Desirable	How Identified
QUALIFICATIONS			
Academic & Professional	QTS and Degree.	Masters Degree, NPQH, NPQSL, or other senior leadership training.	Application form.
EXPERIENCE			
Teaching & Change	Clear evidence of outstanding teaching over time.	Successful senior leadership as an Assistant Headteacher.	Application form.
	Successful leadership of change in a school setting.	Experience of interviewing and recruiting staff.	Selection process.
Management	Line management of staff and holding them accountable for outcomes.	Experience of timetabling and school-wide target setting.	References.
	Involvement in school self-evaluation and improvement planning.	Experience of working with Governors and multi-agencies.	
	Experience in Instructional Coaching - the ability to move a teacher from Expected to Exceptional through iterative feedback.		
Safeguarding	Experience of safeguarding students.	Experience of delivering high-quality CPD in schools.	
Culture	Track record of developing high-standard of behaviour for learning behaviours and inclusive school culture.		
SKILLS & KNOWLEDGE			

School Growth	A clear understanding of how to drive school improvement.	Knowledge of strategies to support disadvantaged pupils.	Application form.
	Proven ability to design and implement a robust Quality Assurance (QA) cycle (e.g., deep dives, work scrutinies, and lesson observations).		
	Ability to identify and nurture Middle Leadership talent to ensure sustainable school improvement.		
Data Literacy	Ability to use pupil performance data to identify trends and direct interventions.	Knowledge of the local community surrounding the school.	Selection process.
	Strong understanding of how accurate and robust assessment improves student performance.	Deep understanding of the current Ofsted Inspection Framework and statutory requirements.	
		Evidence of using research-informed practices, such as those from the Education Endowment Foundation (EEF), to close the attainment gap.	
Curriculum	A clear understanding of what makes an effective curriculum and highly effective teaching.	Proficiency in using Management Information Systems (MIS) like Arbor.	
Inclusion	Understanding of the SEND Code of Practice and strategies for inclusive education.	Experience working with the SENCO to improve outcomes for high-needs pupils.	
PERSONAL QUALITIES			
Resilience	Ability to work under pressure and prioritise effectively.	A healthy sense of humour.	Application form.
	Enthusiastic, resilient, and solution-focused.		Selection process.
	Passion to make a difference to young people's lives through education.		References.

Leadership	Ability to build effective working relationships and motivate others.		
Teamwork	An effective team member who works well with other people.		
Technical	Confident using modern technologies.		
OTHER			
Safeguarding	Commitment to the protection and safeguarding of children and young people.		Application form.
	Experience in using Restorative Practice or trauma-informed approach to behaviour management		
Community	Evidence of building strong, collaborative partnerships with parents/carers from diverse or hard to reach backgrounds.		
Equality	Commitment to equality and diversity in all aspects of school life.		School checks.
Compliance	Enhanced DBS disclosure required.		

This specification has been prepared in accordance with the requirements of the Council's Equal Opportunities in Employment Policy.

We undertake to make any 'reasonable adjustments' to a job or workplace to counteract any disadvantages a disabled person may have.