

Pickwick Academy Trust



Gomeldon Primary School

PERSON SPECIFICATION FOR ASSISTANT HEADTEACHER WITH SENDCO RESPONSIBILITY

Essential Criteria	Desirable Criteria
Excellent interpersonal, communication and organisational skills.	
An understanding of the role of Assistant Headteacher (as described in the job description) and with the potential to be successful in the role.	Experience of recruitment, retention and management of a range of school staff.
A willingness to support our School Vision and Values.	
A talented, successful and outstanding classroom practitioner.	
Is able to demonstrate vision and strategic leadership of a school	Management/Leadership qualification at whole-school level e.g. NPQML or NPQSEN
Experience and training related to an aspect of leadership and management	Experience of working with the governing body / LGC to fulfil statutory duties Experience of the role of SENDCO
An ability to undertake the responsibility of the day to day management of the school, in the absence of the Headteacher.	Proven experience of a variety of whole school challenges successfully met with an open-minded attitude, optimism and determination.
Ability and willingness to work collaboratively and supportively within the school team to drive school improvement and raise standards.	Experience of coaching and mentoring staff to build leadership capacity

An understanding of school self-evaluation.	Experience of making valuable contributions to the SDP and SEF.
Experience of using data to track pupil and cohort progress against aspirational targets.	Experience of analysing data represented on Insight and identifying trends, strengths and areas for development. Experience of analysing data for pupils with SEND
A belief in pupil centred, active learning with an ability to engage, challenge and have high expectations of children.	
Ability to deal with sensitive issues in a supportive and effective manner	
Be proactive in areas of responsibility and have an awareness of whole school issues.	
A commitment to school improvement and to developing own professional skills e.g. through undertaking continuing professional development.	
Be able to show a committed, professional and loyal attitude to the school, openly modelling its aims and values at all times	
An ability to relate well to individuals and groups and to make appropriate contact with all stakeholders and outside agencies, as necessary.	Experience of presenting key information about school's performance / initiatives to a range of audiences: parents, governors, school improvement team and other external agencies
Strong evidence of continuous and on-going professional development and recent and relevant training.	
Experience of leading curriculum improvement and its impact.	A subject specialism that can be offered to widen the opportunities for the children and the community of the school.
The ability to both lead and be an integral part of teams of varying types within the school and Trust's organisation.	
Confident in the use of ICT based management information systems.	
Flexibility and willingness to learn.	

The ability to work under pressure and meet deadlines.	
The ability and determination to make things happen.	
A commitment to be fully involved in the extra-curricular life of the school.	
An understanding of and a commitment to working within Gomeldon's Safeguarding Children practices.	Experience in the role of Designated Safeguarding Lead (or Deputy DSL)
An ability and willingness to support other schools within Pickwick Academy Trust	
Have experience of coordinating and working with parents and other agencies	
Experience of helping to develop the whole-school SEN strategy	
Experience of supporting staff to co-ordinate provision for individual pupils	
Experience of organising training for teachers and support staff with a focus on SEND	
Be confident to advise on the SEN support available	

At Pickwick Academy Trust we are committed to safeguarding children and promoting the welfare of children and young people and we require anyone joining our school to actively contribute to this commitment. All successful candidates will be subject to Disclosure and Barring Service (DBS) checks along with other relevant employment checks.