



HATTON ACADEMIES TRUST

PERSON SPECIFICATION

Post Title: Assistant Principal - Primary Academy

CRITERIA	ESSENTIAL	DESIRABLE	ASSESSMENT
Qualifications & Training <ul style="list-style-type: none"> • Qualified Teacher Status • Good Honours degree • Additional, relevant, professional qualification (NPQSL) 	 ✓ ✓	 ✓	 1 and 3 1 and 3 1 and 3
Experience <ul style="list-style-type: none"> • Teaching experience at either Key Stage 1 or Key Stage 2 • Evidence of successful teaching which has led to a demonstrable impact on pupil achievement • Experience of a range of strategies, approaches and resources for developing teaching and learning • Evidence of relevant Continued Professional Development • Previous leadership experience • Experience of leading whole school change linked to Academy/ School priorities • Successful leadership of a curriculum area • Experience of delivering high quality CPD to other colleagues 	 ✓ ✓ ✓ ✓ ✓ ✓	 ✓	 1, 2 and 3 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2

<p>Skills & Knowledge</p> <ul style="list-style-type: none"> • Able to communicate effectively, orally and in writing • Able to demonstrate effective planning and teaching skills • Able to present confidently to a large group of pupils • Able to present confidently to a large group of adult professionals • Able to work with others to achieve common goals • Able to use / analyse assessment data systems to raise standards • Able to provide clear direction and to inspire, motivate and enthuse others • Confident in own ability to be effective and to take on challenges • Good ICT skills (in Microsoft Word/Excel) • Able to form good working relationships with all staff and pupils • Effective behaviour management • Able to support staff and students in maintaining high standards • Up to date awareness of the National Curriculum and specifically within their individual specialism • Efficient and effective administrative, organisational and personal management skills • Clear understanding of school self-evaluation • Awareness of the performance management regulations and how these impact upon middle and senior leaders. • An understanding of how to develop teaching and learning further across the academy 	<p>✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓</p>		<p>1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2</p>
<p>Personal Attributes</p> <ul style="list-style-type: none"> • Able to motivate others and to adopt a positive approach to education • Energy, enthusiasm and perseverance • Reliability and integrity 	<p>✓ ✓ ✓</p>		<p>1 and 2 1 and 2 1 and 2</p>

<ul style="list-style-type: none"> • Good interpersonal skills • Positive commitment to individual personal development • Capacity to work hard, under pressure, to meet deadlines • A good record of attendance during the last three years • Adaptable and amenable with respect to working practices • Ability to work independently and be a team player • Suitable to work with Children 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ 		<ul style="list-style-type: none"> 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 1 and 2 2
<p>Equal Opportunities</p> <ul style="list-style-type: none"> • Understanding of equal opportunities issues and an ability to demonstrate strategies to challenge discrimination and prejudice • A commitment to inclusive education 	<ul style="list-style-type: none"> ✓ ✓ 		<ul style="list-style-type: none"> 2 and 3 2
<p>Health and Safety</p> <ul style="list-style-type: none"> • An understanding of health and safety issues 	<ul style="list-style-type: none"> ✓ 		<ul style="list-style-type: none"> 2 and 3

1 - Application Form

2 – Interview

3 - Documentary Evidence