

Person Specification - Assistant Principal

QUALIFICATIONS AND TRAINING

Qualified to degree level	Essential
Qualified to teach in the UK	Essential
Right to work in the UK	Essential
Recent and relevant professional development	Desirable
A further post-graduate qualification relevant to the post	Desirable

EXPERIENCE

Evidence of effective leadership and management within a school environment	Essential
Evidence of significant recent responsibility for staff management and deployment	Essential
Substantial and recent experience of teaching pupils with SLD/complex needs and/or ASD	Essential
Proven ability in building a strong cohesive team	Essential
Evidence of successful experience in developing initiatives and managing change	Essential
Evidence of effective delegation to staff and effective follow-up to ensure tasks are completed well	Essential
Ability to analyse situations, prioritise and to help to implement realistic solutions	Essential
Recent evidence of using effective strategies to raise attainment for pupils with SLD/complex needs and/or ASD	Essential
Proven ability to scrutinise data and make recommendations about school improvement following this	Desirable
Evidence of effective contribution to the school improvement planning and school self-evaluation process	Desirable
Experience of effective impactful senior leadership within a specialist provision	Desirable

KNOWLEDGE AND UNDERSTANDING

Excellent knowledge, understanding and experience of current best practice and developments in SEN	Essential
Proven understanding of effective strategies for maintaining high quality attitudes to learning and behaviour within the classroom and wider school community	Essential
Proven knowledge of how to promote independence and advocacy skills in children and young people with SLD/complex needs/ASD	Essential
Excellent knowledge of how to provide effective pastoral support for pupils with SLD/complex needs/ASD	Essential
Knowledge and understanding of current best practice and statutory guidelines as it relates to child protection and safeguarding	Essential
A deep understanding of equality of opportunity issues and how they can be successfully addressed within a special school context	Essential
Particular strengths and/or interests in certain curricular areas	Desirable

SKILLS AND ABILITIES

Can demonstrate the skills and understanding of high quality teaching, including the ability to coach others to:	
- Interest, encourage and engage pupils	Essential
- Provide appropriate levels of challenge, so that pupils make at least good progress	Essential
- Use relevant and meaningful curricula and methods and resources that enable all pupils to learn effectively	Essential
- Use assessment information effectively to plan next steps in children's learning	Essential
- Make effective use of time	Essential
- Secure high standards or behaviour and outstanding attitudes to learning	Essential

- Make effective use of teaching assistants and other support	Essential
- Enable pupils to acquire new knowledge and skills	Essential
- Enable pupils to develop the skills to work independently and collaboratively	Essential
- Enable pupils to develop self-esteem and respect for others	Essential
- Create a well organised, stimulating learning environment in line with the school policies	Essential
SKILLS AND ABILITIES (Cont'd)	
Evidence of leadership qualities including the ability to lead, motivate and enthuse others	Essential
Ability to coach, mentor and model best practice within the classroom and all learning environments	Essential
Ability to take a leading role in the promotion of a school wide ethos, culture, vision and mission that promotes high achievement, standards and high expectations for pupils	Essential
Excellent communication skills, both orally and written, including with pupils, parents and carers, others staff and external agencies	Essential
Evidence of the ability to lead high quality CPD	Essential
Ability to resolve conflict through active listening and negotiation, demonstrating a flexible approach and willingness to listen to others	Essential
Evidence of the ability to provide leadership to a team in planning, implementing and evaluating the curriculum and raising achievement	Essential
A commitment to furthering own professional development and to the principle of continuous improvement	Essential
Ability to provide advice and guidance to parents and carers in a positive and clear manner	Essential
Ability to remain calm when working under pressure	Essential
Confident and competent with a range of IT	Essential
Excellent attendance record	Essential
Evidence of the ability to plan, implement and evaluate at a strategic and high level	Desirable
Ability to use analytical skills to translate high level vision and planning into meaningful action	Desirable