



HIGHFIELD ST. MATTHEW'S C.E. PRIMARY SCHOOL

Billinge Road, Pemberton, WIGAN, WN3 6BL

Telephone:

(01942) 747818

Facsimile:

(01942) 747819

Email:

enquiries@hstm.school

Headteacher:

Mrs J Hargreaves

Person Specification

Post Title:	Assistant Headteacher with EYFS Lead	
School:	Highfield St. Matthew's C. E Primary School	
Education, Qualification and Training		Essential / Desirable
Qualified Teacher Status		E
Degree (<i>Candidate to bring proof of qualifications to interview</i>)		E
Leadership / management training appropriate to the role or research to keep up to date with the role		E
Working towards a recognised leadership qualification (e.g. NPQML, NPQSL)		D
Experience of Teaching and School Management/Leadership		
Recent experience of working successfully as a leader across the EYFS		E
Recent experience of successfully leading a whole school area of responsibility		E
Evidence of outstanding classroom practice, within the EYFS, which consistently enables children to achieve beyond expectations		E
Evidence of significantly improving the performance of staff to good and outstanding levels through a clear understanding of the essential qualities necessary for effective teaching and learning in your area of responsibility		E
Develop and deliver effective and inspirational professional development for staff		E
Experience of coaching staff		D
Professional knowledge and understanding		
Up to date knowledge of statutory regulations and guidance relating to the post		E
Work successfully with a range of external agencies to promote partnerships in order to to create a child centered approach		E
Analyse data, to evaluate the performance of pupil groups, pupil progress and plan an appropriate course of action for whole school improvement		E
Review whole school systems to ensure the robust evaluation of school performance and actions to secure improvements.		D
Experience of monitoring a budget to ensure best value for money		D





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Professional Attributes	
A commitment to whole school safeguarding and child protection	E
A passion for promoting personalised learning journeys for pupils with SEND	E
Be an effective team player that works collaboratively and effectively with others	E
Communicate effectively to a wide range of different audiences (verbal, written, using ICT as appropriate).	E
Support, motivate and inspire both colleagues and pupils by leading through example	E
Contribute effectively to the work of the headteachers and senior leadership team	E
Experience of dealing with difficult situations and conflict resolution	E
A passionate commitment to achieving the very best outcomes for all children	E
A commitment to equality and diversity	E
Ability to inspire and lead teams to achieve goals	E
Promote the school's values	E
Is hard working, resilient and self-motivated and works effectively under pressure	E
Possesses integrity, a sense of humour, warmth and sensitivity	E

