| **Employee Specification Form** | | Post Number | |  | |
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| Job Title | | Deputy Headteacher | |
| Department | | Children and Young People’s Department | |
| Prepared by and date | | Wirral Hospitals’ School January 2025 | |
| ***Important - Study “Explanatory Notes” printed overleaf before completing form*** | | | | | |
| **Essential Personal Attributes** | Stage Identified | | **Desirable Personal Attributes** | | Stage Identified |
| **Qualifications**   1. Recognised teaching qualification. 2. Evidence of professional development relating to Senior Leadership and management. 3. Recent professional development covering a range of educational issues associated with the post and the complex needs of the students. | A  A  A | | 1. Degree and/or further Degree. 2. Leadership and Training qualification 3. Evidence of further study relating to SEN (e.g. mental and emotional health) | | A  A  A |
| **Experience**   1. Significant experience of over five years of being a highly effective teacher in either mainstream or special school settings.   In addition to the above, specific experience of:   1. demonstrating high expectations for all students, regardless of barriers to learning; 2. working at senior leadership level, OR at upper middle leadership level for at least three years; 3. leading on successful whole-school development initiatives; 4. working with vulnerable young people in a variety of educational and other settings; 5. leading successful multi-agency working; 6. self and school evaluation, including setting and monitoring suitably challenging strategic targets. 7. having a successful track record of inspirational leadership that both supports and challenges. 8. and ability to demonstrate successful experiences of engaging with key stakeholders such as governors, parents/carers, students and other relevant outside agencies/organisations. | A/I/R  A/I  A/I  A/I  A/I  A  A/I/R  A/I/R  A/I | | 1. Experience of a broad variety of educational settings. 2. Significant experience of raising standards of teaching and learning across a whole school. 3. Experience of working specifically with CAMHS / NHS / Social Care. 4. Hard evidence of successful management/leadership of a NC subject, resulting in good levels of progress and attainment in terms of percentage of pupils reaching challenging targets. 5. Confidence in, and experience of demonstrating, good problem solving skills in resolving challenging situations. 6. To have proven experience of good financial management issues and willingness to learn about whole school effective systems and procedures. 7. To have significant experience of managing pastoral   provision, either across Year Groups and/or throughout  the school. | | A  A/I  A/I  A/I/R  A/I/R  A/I/R  A/I/R |
| **Knowledge and Skills**   1. Within the area of teaching and learning, a good knowledge of judging what good progress is during lessons and at various stages in students’ educational careers. 2. A keen interest in, and experience of, evidence-based approaches to school improvement. 3. A good understanding and knowledge of providing pupils with complex needs with a challenging and appropriate curriculum. 4. Ability to coordinate, monitor and analyse effective assessment systems and procedures. 5. An interest in, and understanding of, data analysis and presentation in a format that is accessible to parents/carers, students, governors and external agencies (e.g. OFSTED) 6. To be a good communicator, written and verbal, and demonstrate excellent and outstanding interpersonal skills. 7. Confidence and competence in ICT. | A/I/R  A/I  A/I  A/I/R  A/I  I/R  A | | 1. Significant experience of observing and providing effective feedback on teaching and learning. 2. Experience of developing and/or leading on alternative curriculum accreditation systems. 3. Understanding the importance of base-line assessment in all subjects as the starting point for effective lesson planning which builds on prior learning. 4. Experience of promoting and/or raising the attendance statistics for all pupils. 5. Proven examples of the success of various initiatives using empirical data. | | A/I/R  A  A/I  A/I  A/I |
| **Special Requirements**   1. Commitment to the core values of the school. 2. Ambitious, inspirational leader, keen to develop own career further within, and beyond, the role of Deputy Headteacher. 3. Willingness and enthusiasm to work in a broad range of split site educational settings with students exhibiting a diverse range of needs at Wirral Hospitals’ School. | I  I  I | | 1. Evidence of a previous and future planned career path that leads naturally to the role at Wirral Hospitals’ School. | | I |