

Milecastle Primary School

Hillhead Parkway, Chapel House, Newcastle upon Tyne, NE5 1LH

T: 0191 267 4510

e: admin@milecastle.newcastle.sch.uk

w: www.milecastle.newcastle.sch.uk



Head Teacher: Mrs S Richardson

Post Title:	Deputy Head Teacher
Pay scale:	Leadership Group range L5 – L9
Responsible to:	Head Teacher
Responsible for:	Performance and Curriculum Leader; Teaching and Learning, Assessment and Data Leader.

Person Specification

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	An outstanding classroom teacher with at least four years of teaching experience.
2	A proven record of successful curriculum/subject leadership, leading directly to an increase in standards and attainment.
3	Experience of implementing whole school initiatives and driving and managing change, developing strategies for raising achievement.
4	Experience of monitoring and evaluating teaching/learning and target setting and ability to analyse data.
5	Experience of strong behaviour management and supporting vulnerable children with high needs.
6	Experience of working with governors, parents and the community.
7	Experience of teaching and leading across the primary age range, including Foundation Stage, Key Stage 1 or Key Stage 2
8	Detailed knowledge of current curriculum and management issues.
9	Experience of leading staff meetings and developing training.
10	Commitment to promote the aims and values of Milecastle Primary School, ONE (Owl North East) Trust and the wider school community.
11	Demonstrates excellent written communication and use of Standard English.



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Desirable

12	Experience of working with other schools or teachers.
13	Additional professional qualifications to demonstrate continued learning and development in primary education.
14	Experience of school governance.

Part B: Assessment Stage

Items 1 - 11 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Able to assist in the development of school plans and policies.
2	Able to plan workload and set priorities.
3	Excellent written and oral communication skills.
4	Experience of teaching in Year 6 and ensuring high outcomes for all pupils.
5	Team leader who ensures the involvement and commitments of all team members.
6	Persuasive and confident in a range of different environments.
7	Designated Safeguarding Lead or Deputy Designated Safeguarding Lead experience.
8	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none">▪ motivation to work with children and young people▪ ability to form and maintain appropriate relationships and personal boundaries with children and young people▪ emotional resilience in working with challenging behaviours▪ positive attitude to use of authority and maintaining discipline.
9	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.



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The following methods of assessment will be used:

Method		Method	
Interview	Yes	Presentation	Yes
Lesson Observation and/or Assembly	Yes	Task/s	Yes

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 and/or POCA List (residential establishments only) check
4	Medical clearance
5	Professional registration with the General Teaching Council for England
6	Two references from current and previous employers (or education establishment if applicant not in employment)