



## CHURCH COWLEY ST. JAMES C of E PRIMARY SCHOOL

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Head Teacher: Steve Dew

16<sup>th</sup> December 2020

### Job Specification for Assistant Headteacher 2020/21

	Essential	Desirable
Experience	<ul style="list-style-type: none"> <li>• Experience of making significant contributions to school improvement</li> <li>• Experience of leadership of a phase and/or core subject</li> <li>• Able to demonstrate experience of holding others to account</li> <li>• Teaching experience across the primary setting with relevant Key Stage experience</li> <li>• A good working knowledge and understanding of the Early Years framework and the National Curriculum</li> <li>• An extensive understanding of primary assessment practices and procedures, including National Curriculum assessment and developing teaching from Data</li> <li>• Extensive experience of working with children to overcome barriers to learning, including EAL and SEN</li> <li>• Experience of directing and supporting other adults to optimise attainment and progress of all pupils</li> <li>• Experience of working with PGCE/SCITT and / or NQTs</li> <li>• Overview of current research and using it to develop practice across the school</li> <li>• Experience of leading training for other members of staff</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of developing action plans/school improvement plans in order to raise standards</li> <li>• Experience in robust appraisal procedures</li> <li>• Experience of teaching and leading across two or more phases and/or curriculum areas</li> <li>• Experience of leading effective primary strategies to raise attainment across the school</li> <li>• Involvement of whole school planning and improvement within an SLT</li> <li>• An involvement and understanding of SIAMs procedures and review</li> <li>• Evidence of contributing to OFSTED and/or LA review preparation</li> <li>• Further training and qualifications</li> <li>• Understanding of White Rose Maths Scheme</li> <li>• Understanding of 'Get it Write' Writing scheme / willingness to be trained.</li> </ul>
Qualifications and Training	<ul style="list-style-type: none"> <li>• Enhanced CRB/DBS</li> <li>• Qualified Teacher Status</li> <li>• Qualified to degree level</li> <li>• A commitment to continuing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of additional educational qualifications linked to teaching and learning</li> </ul>

Professional Qualities	<ul style="list-style-type: none"> <li>• Support for or commitment to the Christian ethos of the school</li> <li>• Profile of good/outstanding teaching practice and securing outstanding learning for children</li> <li>• Ability to inspire others through high level of challenge and innovation</li> <li>• Full commitment to the school's safeguarding policy and procedures in the interest of the safety and welfare of all children</li> <li>• A desire to lead whole school improvement and forge new ways of thinking</li> <li>• Proactive with a relentless drive to improve outcomes for children and families</li> <li>• High expectations for pupil progress for all children – a commitment to inclusion</li> <li>• Ability to motivate and instil respect and empathy in pupils</li> <li>• Excellent communication and interpersonal skills</li> <li>• Ability to forge strong relationships with colleagues, parents and other agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of working across schools and/or partnerships</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• A desire to 'serve'</li> <li>• A sense of fun and humour</li> <li>• Empathy and resilience</li> <li>• An understanding of well being and load load issues</li> <li>• Good personal organisation and time management skills</li> <li>• Flexibility</li> <li>• Approachable with a commitment to working with others to secure improvement</li> <li>• Ability to develop levels of trust, respect and professional dialogue with staff and parents</li> <li>•</li> </ul>	