

**PERSON SPECIFICATION AND CRITERIA FOR SELECTION  
DEPUTY HEADTEACHER**

CATEGORY	ESSENTIAL	DESIRABLE	HOW CRITERIA WILL BE ASSESSED
QUALIFICATIONS	<input type="checkbox"/> Qualified Teacher Status <input type="checkbox"/> Early Years Specialism - a sound knowledge of the Early Years Foundation Stage	<input type="checkbox"/> Evidence of recent professional development	<input type="checkbox"/> Application Form <input type="checkbox"/> Interview
EXPERIENCE	<input type="checkbox"/> Early Years teaching experience <input type="checkbox"/> Successful leadership and management experience <input type="checkbox"/> Knowledge and experience of safeguarding procedures	<input type="checkbox"/> Proven track record as a highly effective early years teacher <input type="checkbox"/> Experience of working in or with children's centres <input type="checkbox"/> Experience of teaching through child-led learning <input type="checkbox"/> Experience of using the Holistix system and supporting Early Help Plans <input type="checkbox"/> Experience of working as part of the Senior Leadership Team	<input type="checkbox"/> Application Form <input type="checkbox"/> Interview
SKILLS	<input type="checkbox"/> Ability to communicate effectively in a variety of situations – written and verbal and with a variety of audiences – parents, partners and colleagues <input type="checkbox"/> Ability to take initiative and accept responsibility <input type="checkbox"/> Ability to analyse, interpret and act upon relevant information and data <input type="checkbox"/> Ability to use observation and assessment to promote high quality teaching and learning <input type="checkbox"/> Ability to liaise with external teams and professionals <input type="checkbox"/> Ability to work with and motivate others	<input type="checkbox"/> Ability to manage adults effectively with openness and sensitivity while at the same time maintaining appropriate professional boundaries and respecting confidentiality <input type="checkbox"/> Ability to problem solve and be proactive in finding solutions <input type="checkbox"/> Ability to confront difficult issues promptly and energetically, but with capacity to both listen and negotiate	<input type="checkbox"/> Application Form <input type="checkbox"/> Reference <input type="checkbox"/> Interview

SPECIAL KNOWLEDGE	<input type="checkbox"/> Excellent knowledge of the structure and content of the Early Years Foundation Stage <input type="checkbox"/> Knowledge of current legislation and developments in education including SEN and inclusion <input type="checkbox"/> Knowledge and understanding of Self-Evaluation and review processes <input type="checkbox"/> Awareness of Health and Safety issues in a Nursery context	<input type="checkbox"/> Knowledge of the work of children's centres, early intervention and work with vulnerable families <input type="checkbox"/> Knowledge of "In the Moment Planning"	<input type="checkbox"/> Application Form <input type="checkbox"/> Reference <input type="checkbox"/> Interview
PERSONAL QUALITIES	<input type="checkbox"/> A commitment to the all round development of every child <input type="checkbox"/> Evidence of being able to build and sustain effective working relationships with staff, Governors, parents, children and the wider community <input type="checkbox"/> Ability to demonstrate enthusiasm and sensitivity whilst working with and motivating others <input type="checkbox"/> High expectations of self and aspirations for children to achieve high standards <input type="checkbox"/> Self-motivated and hard-working <input type="checkbox"/> Flexibility, adaptability, reliability, integrity, good interpersonal and communication skills	<input type="checkbox"/> Interests outside the Nursery <input type="checkbox"/> Being able to value and support all those who contribute to the life of the Nursery	<input type="checkbox"/> Application Form <input type="checkbox"/> Reference <input type="checkbox"/> Interview