

**PARKLANDS NURSERY SCHOOL- DEPUTY HEADTEACHER  
PERSON SPECIFICATION**

<b>Education Qualification and Training</b>	Qualified Teacher Status	A	MA in Early Childhood Education	A
	SENDCo qualification OR willingness to commence in first year of employment	A	Leadership qualification e.g. NPQICL.	A
<b>Experience</b>	Considerable experience of leading and managing a team	SS	Experience of working in a nursery school or integrated centre at a senior level	A
	Experience of collating and analysing data to secure outcomes for children and families	I	Experience of deputising in the absence of the Head/Senior Manager	A
	Experience in conducting 1:1 support and supervision and performance management appraisals	I	Experience in developing new initiatives	SS
	Experience of leading and implementing safeguarding strategies, policies and procedures	SS/I	Experience of effective project management	SS
	Experience of working at a senior level and undertaking challenging situations e.g. disciplinary, grievance and redundancy	SS/I	Experience of participating in Ofsted inspections	I
	Experience of self-evaluation in order to implement organisational change and improvement	SS/I	Experience and understanding of theoretical frameworks that underpin early years practice e.g. schemas	
	Experience of using ICT to implement and maintain systems for recording, monitoring and reporting data	SS		
	Considerable experience in an early years setting and/or school as a senior practitioner working with children and families	SS/I		
	Experience of leading and supporting an early years team in day-to-day practice	SS/I		
	Experience and understanding of early years education and care based on the EYFS	SS/I		
	Knowledge and experience of the most effective approaches to teaching and able to demonstrate through teaching practice.	T/SS		
Knowledge and experience of monitoring and tracking children's learning and development from home to nursery and into school	SS/I			

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	<p>Experience of working in an equal and active partnership with parents</p> <p>SS/I</p>		
	<p>Considerable experience of budget management and income generation to tight budgets.</p> <p>SS</p>		
<b>Skills and Attitudes</b>	<p>The ability to motivate staff</p> <p>SS/I</p> <p>Ability to work as a supportive and participative member of a team and to work collaboratively with a range of professionals</p> <p>SS</p> <p>Ability to promote equal opportunities and ensure health and safety</p> <p>SS</p> <p>Good oral and written communication skills</p> <p>SS/I</p> <p>Ability to effectively manage time, people and space.</p> <p>SS/I</p> <p>Ability to demonstrate sound understanding of working in partnership with parents to promote children's learning</p> <p>SS/I</p> <p>Ability to demonstrate sound understanding of early years learning and development</p> <p>SS.I</p> <p>Ability to develop, monitor and evaluate early years services</p> <p>SS/I</p> <p>Competent in the approach to learning and teaching through child centred learning</p> <p>T</p> <p>Competent in the use of ICT</p> <p>SS</p> <p>Up-to-date knowledge and understanding of relevant legislation and the political landscape in relation to early years and nursery schools</p> <p>SS</p>	<p>Understand IT within the curriculum.</p> <p>SS</p>	

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<b>Ability and aptitude</b>	Ability to prioritise and work on own initiative and take responsibility for own work	SS/I		
	Ability to solve problems and instigate change through a flexible and innovative approach to work organisation	I		
	Ability to lead, challenge and motivate others	I		
	Ability to work under pressure and meet objectives on time	I		
	Able to represent the organisation effectively in the public arena.	I		
	<b>Social Skills</b> Excellent communication and interpersonal skills	I/ T		
	Understand the need for confidentiality, and be able to implement confidentiality protocol	SS		
	Able to deal sensitively with adults and children, showing warmth and a sense of humour.	SS/T		
	<b>Equal Opportunities</b> Ability to demonstrate awareness and understanding of equal opportunities and of other people's behaviour, physical, social and welfare needs	T/SS		
	Ability to create and maintain a working environment which values the individual, challenges discrimination and respects confidentiality.	SS		
<b>Health and Safety</b> Ability to demonstrate a clear understanding of and commitment to health and safety, and a willingness to undertake training to enable implementation of procedures	SS			
Able to apply health and safety rules effectively with both staff and families.				

SS –supporting statement, T- teaching, I- interview, A- application form