



WESTMINSTER UNDER SCHOOL

Deputy Head, Lower School – person specification

	Criteria	Essential	Desirable
Qualifications/Professional Development	A strong academic background, with at least a good honours degree (or equivalent) in any discipline	Yes	
	Qualified Teacher Status	Yes	
	Safeguarding Training at Level 3 or above		Yes
Knowledge and Experience	Experience managing a high performing team in an educational setting with a demonstrable impact, including through a period of change	Yes	
	Experience of teaching children across the full age range, from Reception to Year 8 (or equivalent)		Yes
	Experience of creating and reviewing school policies	Yes	
	Experience of leading change within a school environment	Yes	
	In depth knowledge of the KS1 and lower KS2 national curriculum	Yes	
	A good working knowledge of 4+ and 7+ admissions processes and the London schools market in general	Yes	
	Knowledge of safeguarding	Yes	
	An understanding of, and commitment to, the School's Equal Opportunities policies and a willingness to promote equality of opportunity in all aspects of the work	Yes	
Skills and abilities	Able to formulate ideas and present them clearly to the key stakeholders, including the Master, SMT, Governing Body, pupils and wider school community	Yes	
	Adaptable to the needs of the role	Yes	

	Ability to chair meetings in a respectful and inclusive manner	Yes	
	Be an outstanding classroom practitioner	Yes	
	Strong I.T. skills, specifically with Microsoft Office	Yes	
	Excellent time management, problem-solving and organisational skills	Yes	
	Strategic thinking, able to see the big picture but with an eye for and understanding of the day-to-day detail	Yes	
	Have an appreciation of the whole school perspective on all matters	Yes	
	Excellent written and verbal communication skills, with a high standard of English, with the ability to write clearly and confidently to parents and staff.	Yes	
	Highly developed inter-personal skills, and the ability to work effectively and productively with all relevant stakeholders	Yes	
	High standards and outstanding levels of professional and personal integrity	Yes	