

Person Specification

Vice Principal

Attributes	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> Qualified Teacher Status (QTS). Degree or equivalent qualification. National Professional Qualification for Senior Leadership (NPQSL) or equivalent leadership experience. 	<ul style="list-style-type: none"> National Professional Qualification for Headship (NPQH). SEND qualification or accredited SEND training. Advanced safeguarding qualifications. 	A/I/Q
Knowledge and Experience:	<ul style="list-style-type: none"> Significant successful leadership experience within a secondary school. Experience of leading whole-school improvement initiatives. Experience of managing and developing staff and teams. Evidence of securing measurable improvements in student outcomes and school culture. Excellent understanding of the Ofsted Education Inspection Framework. Strong knowledge of behaviour, attendance and inclusion strategies. Knowledge of safeguarding legislation and statutory guidance. Understanding of data analysis and school performance measures. Understanding of equality, diversity and inclusion. 	<ul style="list-style-type: none"> Experience as a Deputy Headteacher, Deputy Principal or equivalent senior leadership role. Experience of leading across multiple areas of inclusion. Knowledge of local authority inclusion systems. Knowledge of Fair Access Protocols and managed moves processes. 	A/I
Behaviour and Culture:	<ul style="list-style-type: none"> Experience of leading behaviour 	<ul style="list-style-type: none"> Experience of reducing 	A/I

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	<ul style="list-style-type: none"> improvement strategies. • Experience of developing and implementing behaviour systems and policies. • Experience of improving standards of conduct and school culture. 	<ul style="list-style-type: none"> suspension and exclusion rates. • Experience of leading behaviour provision or alternative provision. 	
Attendance:	<ul style="list-style-type: none"> • Experience of improving attendance and reducing persistent absence. • Experience of using attendance data to drive intervention strategies. 	<ul style="list-style-type: none"> • Experience of leading attendance teams and legal intervention processes. 	A/I
Safeguarding:	<ul style="list-style-type: none"> • Strong understanding of statutory safeguarding responsibilities and guidance. • Experience of contributing to safeguarding practice and promoting a strong safeguarding culture. 	<ul style="list-style-type: none"> • Experience as a Designated Safeguarding Lead (DSL) or Deputy DSL. • Experience of leading safeguarding audits, reviews and external inspections. 	A/I
SEND and Inclusion:	<ul style="list-style-type: none"> • Understanding of SEND legislation, the SEND Code of Practice and inclusive education. • Experience of supporting vulnerable and disadvantaged learners. 	<ul style="list-style-type: none"> • Experience of strategic oversight of SEND provision. • Experience of working with EHCP processes and annual reviews. 	A/I
Management and Teamwork:	<ul style="list-style-type: none"> • Ability to provide strategic leadership and vision. • Ability to inspire, motivate and influence others. • Ability to hold staff to account while maintaining positive relationships. • Ability to lead change effectively. • Excellent organisational and decision-making skills. 	<ul style="list-style-type: none"> • Experience of leading large multidisciplinary teams. • Experience of coaching and mentoring senior leaders. • Experience of leading cultural change and school transformation. 	A/I

Attributes	Essential	Desirable	How identified
Personal Development and Welfare:	<ul style="list-style-type: none"> • Experience of supporting student welfare, wellbeing and personal development. • Understanding of barriers to learning and inclusion. 	<ul style="list-style-type: none"> • Experience of leading PSHE, Personal Development or enrichment programmes. 	A/I
Alternative Provision:	<ul style="list-style-type: none"> • Understanding of alternative provision and reintegration processes. 	<ul style="list-style-type: none"> • Direct experience of managing alternative provision placements and reintegration pathways. 	A/I
Communicating and Influencing:	<ul style="list-style-type: none"> • Excellent verbal and written communication skills. • Ability to communicate effectively with students, staff, parents, governors and external agencies. • Ability to present information clearly and persuasively. 	<ul style="list-style-type: none"> • Experience of presenting to Governors, Trust Boards or external stakeholders. 	A/I
Other Skills and Behaviours:	<ul style="list-style-type: none"> • High expectations and strong moral purpose. • Integrity, resilience and professionalism. • Commitment to inclusion and equity. • Strong emotional intelligence. • Ability to remain calm under pressure. • Commitment to the vision, values and ethos of Werneth School and ELT 		A/I

Key

A = Application D = Documentary evidence I = Interview

P = Presentation Q = Qualification certificates R = Reference

T = Task