

## Headteacher Assessment Timetables

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### Example Timetable for a Two Day Recruitment Process

#### Day One

08:45 - .9.00	Arrival  Coffee and met by chair  Collation of Documentation/Contact Numbers etc.
09.00 – 09.30	Welcome Session with chair & Learning Walk
9.40 – 11.20	Rotation of Assessment Activities
11.20 – 12.00	Free Time to meet staff & pupils
<b>12.00 – 13.00</b>	<b>Lunch</b>
13:10 – 14.25	Rotation of Role Play & Student Council
14.30 – 15.45	Staff Presentation
15.45	CLOSE

#### Day Two – Successful Candidates taken forward to interview

09.00	Preparation
09.30	Candidate 1 Interview & Presentation
10.30	Candidate 2 Interview & Presentation
<b>12.00</b>	<b>Lunch</b>
13.00	Candidate 3 Interview & Presentation
14.00	Decision Making
15.00	Full Governing Body to convene to consider decision of the panel
16.00	Candidates Notified