

## THE DOVE FEDERATION OF SCHOOLS

Church Broughton CofE Primary School and Heath Fields Primary School

### APPOINTMENT OF EXECUTIVE HEADTEACHER

#### Information for Candidates

The Dove Federation of Schools is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

<b><u>Date of Appointment</u></b>	1 September 2024
<b><u>Salary</u></b>	Group One Individual School Range L15 – L21
<b><u>Estimated Number on Roll</u></b>	Church Broughton Primary – 65 Heath Fields – 208
<b><u>Teaching Establishment</u></b>	Heath Fields – Headteacher + 9.50 Church Broughton – Headteacher + 4.10
<b><u>Headteacher Teaching commitments</u></b>	None
<b><u>Management Structure</u></b>	Executive Headteacher + Head of School, Church Broughton + Head of School, Heath Fields

#### **Support Staff**

<b>Job Description</b>	<b>Hours</b>	<b>Posts</b>
School Business Manager	Heath Fields – 35 hours per week Church Broughton – 36 hours per week	1 in both schools
School Clerk	<b>None</b>	
Teaching Assistants (General)	Heath Fields – 326.74 hours per week Church Broughton – 147.32 hours per week	Heath Fields - 11 Church Broughton - 4
Teaching Assistants (SEN)		
Senior Midday Supervisors		
Caretaker	Heath Fields – 30 hours per week Church Broughton – 25 hours per week	Heath Fields - 1 Church Broughton - 1
Cleaner	Heath Fields – 25 hours per week	Heath Fields - 2

#### **Location**

The schools are located in South Derbyshire in a both a rural and semi-rural environment. Heath Fields Primary School is located in the village of Hatton and Church Broughton CofE Primary is located in the village of Church Broughton. The two schools are 3.3 miles apart.

Both Hatton and Church Broughton are close to the Derbyshire Peak District and Derbyshire Dales, while being approximately 11 miles from the city of Derby and approximately 5 miles from the Staffordshire town of Burton Upon Trent. Both schools have access to major road networks in the A50 and A38. There is a train station in the village of Hatton, close to Heath Fields Primary School and approximately 3 miles from Church Broughton.

### **Accommodation**

The schools are both located in well maintained buildings dating back to the late 1950s in the case of Heath Fields and the 1970s in the case of Church Broughton. Both schools are on one level containing a number of classrooms, staffroom, office, hall and kitchen.

Outside at both schools there is a large playing field, tarmacked play areas and fixed play equipment such as trim trails and tyres.

Midday meals are served on the premises by the Derbyshire County Council Catering Service.

### **OFSTED Inspection**

Church Broughton CofE Primary School was inspected in October 2024 and was judged to have taken effective action to maintain the standards identified at the previous inspection. The previous inspection was judged 'Good'.

Heath Fields Primary School was inspected in July 2023 and was judged 'Good' in all areas.

### **SIAMS Inspection**

Church Broughton CofE Primary School was inspected in March 2020 and was judged to be a 'Good' Church School.

### **Financial Budget**

Church Broughton's basic school budget for this financial year is £417,917

Heath Fields' basic school budget for this financial year is £1,011,181

### **Applications**

Candidates should submit applications **online** on a DCC Teacher Application Form, together with a supporting statement letter matching their skills and experience to the headings in the Job Description and Person Specification. The letter should be no longer than 1500 words (please include word count). CVs should not be attached.

If preferred, **postal application forms** are available from Call Derbyshire on 01629 533190, quoting the job reference number attached to this post. Completed applications should be sent to Derbyshire County Council, Recruitment Section, County Hall, Matlock, Derbyshire DE4 3AG, allowing sufficient delivery time to meet the deadline for applications.

In order to comply with the safer recruitment requirements candidates must fully complete the application form including the section on references. It is not acceptable to substitute parts of the form with your own version. All gaps in employment should be accounted for and explained.

### **References**

Open testimonials are not accepted for this post, and it is intended that the Local Authority will take up a professional reference from your **existing employer** and one other professional reference of your choice. ***If you are not currently working with children, references will be requested from a previous employer where this was the case. You are, therefore, requested to supply contact details for this organisation and also to alert all referees to***

***expect a request, should you be shortlisted.*** References from relatives or people writing solely in the capacity of friends will not be accepted.

### **Security Checks**

Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided. **Candidates who are foreign nationals, or a UK national who has lived abroad at any point in their adult life, MUST provide a Certificate of Good Conduct prior to taking up an appointment.**

**Interviews** It is intended that interviews will take place on 18 and 19 March 2025. Candidates selected for interview will be contacted by telephone. If you have not been contacted within seven days of the proposed interview dates you should assume, on this occasion, that you have not been shortlisted for interview. Should you wish to make any further enquiries, please contact the Headship Recruitment Team via [Headship.recruitment@derbyshire.gov.uk](mailto:Headship.recruitment@derbyshire.gov.uk) or on 01629 539455.

The Governors will be advised by a Local Authority HR Officer, a representative of Derby Diocesan Board of Education and Senior Advisor for School Improvement.

### **Closing Date**

2 March 2025