



DERBYSHIRE COUNTY COUNCIL

TIBSHELF SCHOOLS FEDERATION

APPOINTMENT OF EXECUTIVE HEADTEACHER

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

Information for Candidates

<u>Date of Appointment</u>	Easter 2023		
<u>Salary</u>	Group 2 Individual School Range L16 - L22		
<u>Estimated Number on Roll</u>	358 (186 Infant + 172 Junior)		
<u>Teaching Establishment</u>	Head + 14.94		
<u>Head teaching commitment</u>	No teaching commitment		
<u>Management Structure</u>	Head + 4 (2 x Head of School, 1 x SBSM 1 x Infant SENDCO)		
<u>Support Staff</u>	Job	Hours	Posts
	School Business Services Manager	37	1
	School Business Assistants	32.5	2
	School Clerk (SBSM)		1
	Teaching Assistants (General)	638.59	28
	Senior Midday Supervisor	12.92	2
	Midday Supervisors	45.01	10
	Caretaker	8	2
	Cleaner	35	3

Location

The schools are located near the town of Alfreton and Chesterfield. Tibshelf is surrounded by access to major roads networks such as M1 Junctions 29 and 28 and also the A38.

Accommodation

The schools are located in Tibshelf with buildings dating back to 40s and 50s. Tibshelf Infants houses 6 classrooms, a hall, staff room, office and a separate onsite nursery building. Town End Juniors houses 6 classrooms, two library areas, a hall, serving kitchen, an office and staff room.

Outdoors there is a hard surface play area at both schools. A small grass area at Town End Junior School and access to large playing fields at Tibshelf Infants.

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

OFSTED Inspection

Ofsted visited Tibshelf Infants on a two day ungraded inspection on 15th & 16th November 2022. Still awaiting inspection report. Previously judged a 'Good' school.

Town End Junior School was last inspected in June 2018 and judged a 'Good with outstanding features' school.

Financial Budget

The school's basic school budget for this financial year is:

Tibshelf Infants – 1,020,125

Town End Junior – 904,167

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 26 and 27 January 2023

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 on 01629 539455.

The Governors will be advised by a Local Authority HR Officer and Senior Advisor for School Improvement.

Closing Date 08 January 2023