



DERBYSHIRE COUNTY COUNCIL

HOLLY HOUSE SCHOOL

APPOINTMENT OF HEAD TEACHER

Holly House School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Information for Candidates

Date of appointment	April 2022 (or later depending on availability)		
School Group	3		
Salary	Individual School Range: L19 – L24		
Estimated number on role	44		
Teaching establishment	Head + 11.9		
Head teaching commitment	0		
Management Structure	Head Deputy Head Assistant Head Key Stage Manager 1 Head of Care 1 Deputy Head of Care		
Support Staff	Job	Posts	Hours
	School Business Officer	1	Full time
	School Business Officer	1	Part Time (0.6)
	Teaching Assistants (SEN)	13	37.5 hrs/39 wks.
	Residential staff	5	40
	Premises Manager	1	Full Time
	Premises Manager	1	Part Time

Location

The school is located near the historic town of Chesterfield. The town is surrounded by the Peak District National Park close to Chatsworth House. It is located close to the M1 motorway and the A61. Chesterfield train station is approximately 7 minutes away and Sheffield train station approximately 20 minutes away.

Located at the bottom of the road where the school is situated there is the thatch-roofed Revolution House, another historic landmark.

Accommodation

The school is located in three buildings within the same grounds: the old building dates back to the 1800s with an extension added in the 1960's. The Nurture centre (and Staff Room) building was originally the stables. 'New block' was built in 1997. In total the school has 12 classrooms, some of which are for specialist subjects. There is a gym with a climbing wall. The school kitchen is newly refurbished to a very high standard. There is also a residential unit with twelve beds though only eight are occupied on any one night.

Outdoors there are extensive grounds with grass picnic area, hard surface play area and an outdoor learning area. There is ample car parking for staff & visitors.

Contracted service providers

Midday meals are served on the premises by the Derbyshire County Council Catering Service. Cleaning Services are provided by DCS Cleaning Contractors Ltd.

Education

The school caters for pupils aged 7 – 14 years.

OFSTED Inspection

The school was inspected in April 2019 (Section 5) and was judged to Require Improvement. In July 2021 the Social Care Inspection of the Residential provision was judged to be Outstanding.

Financial Budget 2015/2016

The school's budget for the Financial Year is around £1.6m when all the additional funding related to COVID is added in.

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 08456 058058, 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 for references. It is not acceptable to substitute parts of the form with your own version. All gaps in employment history 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 form 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 24th and 25th January 2021. The first day will start with an opportunity for the candidates to tour the school prior to the start of the interviews, with the formal selection procedures continuing the second day.

Candidates selected for interview will be contacted by telephone and/or email. 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 535719.

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

Closing Date: Midnight on Wednesday, 5th January 2021.