



Overseal Primary School

APPOINTMENT OF HEADTEACHER

Information for Candidates

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

Date of Appointment	September 2024
Salary	Group 2 Individual School Range L12 - L18
Estimated Number on Roll	203
Teaching Establishment	Headteacher + 7.9 FTE
Head teacher commitments	0
Management Structure	Headteacher + Assistant head + 2 TLR post holders

Support Staff

Job Description	Hours	Posts
School Business Manager	57.25	2
School Clerk		
Teaching Assistants (General)	351 including Agency & including SEN and most Midday hours	12 including Agency
Teaching Assistants (SEN)		
Senior Midday Supervisors		
Caretaker	27.5	1
Cleaner		

Location

The school is located in Overseal, near the town of Swadlincote. The school is situated close to the National Forest Visitors Centre and has access to major road networks.

Accommodation

The school is located in 2 buildings; the main Victorian building which dates back to the beginning of the 20th Century. This houses 5 classrooms, a hall, a staff room, a library, a kitchen and offices. There is also a separate temporary classroom block which houses reception and Year 1.

Outside there is a playground and extensive grounds which include a well-established Forest School Area.

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

OFSTED Inspection

The school was inspected in 2022 and was judged to be a 'Good' school. This is a trend over time and the previous six inspections have all been graded 'Good'.

Financial Budget

The school's basic school budget for this financial year is £931,000.

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 7 and 8 May 2024. 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 or on 01629 539455.

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

Closing Date 21 April 2024