



DERBYSHIRE COUNTY COUNCIL
HEAGE PRIMARY SCHOOL
APPOINTMENT OF HEADTEACHER

Heage Primary School 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>	January 2024																								
<u>Salary</u>	Individual School Range: L13 – L19																								
<u>Estimated Number on Roll</u>	188																								
<u>Teaching Establishment</u>	Head + 6.6																								
<u>Head teaching commitment</u>	0																								
<u>Management Structure</u>	Head + 4																								
<u>Support Staff</u>	<table><thead><tr><th>Job</th><th>Hours</th><th>Posts</th></tr></thead><tbody><tr><td>School Business Officer</td><td>37</td><td>1</td></tr><tr><td>School Clerk</td><td>20</td><td>1</td></tr><tr><td>Teaching Assistants (General & SEN)</td><td>254</td><td></td></tr><tr><td>Senior Midday Supervisor</td><td></td><td>1</td></tr><tr><td>Midday Supervisors</td><td></td><td>5</td></tr><tr><td>Caretaker</td><td>Vertas</td><td></td></tr><tr><td>Cleaner</td><td>Vertas</td><td></td></tr></tbody></table>	Job	Hours	Posts	School Business Officer	37	1	School Clerk	20	1	Teaching Assistants (General & SEN)	254		Senior Midday Supervisor		1	Midday Supervisors		5	Caretaker	Vertas		Cleaner	Vertas	
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Location

The school is located near the towns of Ripley and Belper with excellent access from the A38 and M1 road networks.

Accommodation

The school is located in 4 well-maintained buildings and we have 7 classrooms across two buildings (reception to Yr3 in the lower building and Yr4, 5 and 6 in the top building). A further small building houses our library and IT facilities. And finally we have a building which houses our hall (PE, dining and whole school assemblies), onsite kitchen, office, staffroom and small meeting rooms.

Outdoors there are several hard surface play areas, extensive grass areas, an outdoor classroom, an allotment and woodland, with a path and permanent camp fire.

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

Secondary Education

Most pupils that attend Heage Primary School from the normal area transfer to Swanwick School, an 11 to 18 Comprehensive School although children also transfer to Belper and John Flamsteed.

OFSTED Inspection

The school was inspected in 2021 and was judged to be a Good school.

Financial Budget 2022/23

The school's basic school budget for this financial year is £782,951 plus extra eligible funding £106,073 SENTA and £43,444 Pupil Premium.

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 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 over two days on 19th and 20th July 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 538836/538831.

The Governors will be advised by a Local Authority HR Officer and Education Advisor.

Closing Date: 2nd July 2023