Redhill Primary School

Headteacher Recruitment Pack

"Together we dream, believe and achieve."

Contents:

1. Welcome from Chair of Governors
2. Our School – Information for Candidates
3. Job Description
4. Person Specification

DERBYSHIRE County Council

Redhill Primary School
The Ridings
OCKBROOK
Derbyshire
DE72 3SF

26 November 2026

Dear Applicant

Thank you for expressing an interest in the appointment of Headteacher at Redhill Primary, a warm, caring and ambitious school at the heart of its community.

Due to the retirement of our longstanding and high performing Headteacher, we are seeking an exceptional individual to join a school where relationships are valued, children are at the centre of everything we do, and staff work together to ensure every pupil achieves their very best.

Redhill is a school with much to celebrate. Following a highly successful Ofsted Inspection in December 2023 which reinforced our long-held status of 'Outstanding', Redhill Primary School continues to be recognised as a welcoming, inclusive school, where pupils thrive, staff feel valued and high standards are embedded throughout school life.

Our children are enthusiastic, kind and eager to learn. They are proud of their school and flourish within a nurturing environment where aspiration, resilience and respect are actively encouraged. We are looking for a Headteacher who shares our commitment to high standards, whilst maintaining the warmth, care and sense of belonging that makes Redhill Primary School such a special place.

As we look to the future, this presents a rare opportunity for a dedicated and inspirational leader, to build on our successes, nurture our values and lead our school into its next exciting chapter, ensuring Redhill continues to flourish in years to come.

We therefore want our next Headteacher to:

- Champion high-quality teaching and learning ensuring positive outcomes for all children.
- Inspire children to achieve academically and personally.
- Foster a culture where staff can grow, develop and excel at every stage of their career.
- Build strong partnerships with parents, carers and the wider community.
- Be committed to inclusion, wellbeing and safeguarding to ensure every child feels safe, happy and able to thrive.
- Embody our values and vision for excellence with a commitment to collaborative working and continuous improvement.
- Lead with integrity, compassion and ambition.

In return we can offer:

- A welcoming school community with strong family and community partnerships.
- Dedicated and talented staff who are committed to achieving the best outcomes for pupils.
- Enthusiastic children who are keen to learn and make you feel rewarded for your contribution to their lives every day.
- The chance to make a lasting positive impression on the children and their families.
- Extensive opportunities for professional growth and development.
- A highly supportive Governing Body.

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2

We hope that having read this letter you will take forward your interest in applying for the post of Headteacher at our school and we would be pleased to show you around on a preliminary visit.

Warm regards

David Frankish
Chair of Governors

REDHILL PRIMARY SCHOOL

APPOINTMENT OF HEADTEACHER

Information for Candidates

Redhill 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	**April/September 2027**
Salary	Group 2 Individual School Range: L14 – L20
Estimated Number on Roll	218
Teaching Establishment	Headteacher + 7.8 FTE Teachers
Headteacher commitment	No regular teaching commitment
Management Structure	Headteacher + Deputy + Assistant Headteacher 0.4FTE (Temporary Co-Headship in place due to phased retirement of substantive Head)

Support Staff

Job Description	Hours/week	Headcount
Administration, Finance and Clerk to Governors	75 hours	5
Sports Coach	34 hours	1
Teaching Assistants (SEN)	297 hours	13
Midday Supervisors	44 hours	6
Caretaker and Cleaners	63 hours	3

Location

The school is located in the village of Ockbrook on the outskirts of Derby. The village is set in countryside but with very good access to major road networks (A52, M1, A50), and within easy reach of Derby and Nottingham.

Accommodation

The main school building dates back to 1969 with additional buildings added in 1993, 1999 and 2000. The building houses 7 classrooms, a hall, an ICT suite, a library, a small music room, a pupil kitchen, a first aid room, an office, a staffroom, a servery and a production kitchen.

Outside there is an outdoor learning area beside the infant playground which adjoins the Reception and Year 1 classrooms, along with an outdoor covered classroom near to the junior playground. There is a traversing climbing wall and a trim trail for the juniors and a climbing frame on the infant playground. The school is set in pleasant, landscaped grounds with a large playing field. There is a small staff car park on the site.

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

There is a small longstanding before-and-after-school club on the premises run by a local childcare provider. This is operating as a lettings arrangement.

OFSTED Inspection

The school was inspected in December 2023 and was judged to be an 'Outstanding' school.

Academy Trust and Governance

The school is Redhill Academy Company number 07901900. There are 3 members and 12 trustees (or Governors) who meet 5 or 6 times a year as a full board. In addition, there are committees overseeing Finance Personnel Audit and Risk; Facilities; Teaching and Learning; and Admissions.

Financial Budget

The school's basic school budget for the academic year 2026/27 is £1,133,459 based on a pupil count of 215.

Advisor Support and Community Links

Since becoming an academy, the school has continued to buy back many local authority traded services (including School Improvement support) and adopts many local authority policies and procedures. The school works hard to maintain links with other local schools and to share good practice where possible. The school buys in catering, caretaking, grounds maintenance and IT support.

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 25th and 26th January 2027.

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.

10th January 2027

Redhill Primary School

APPOINTMENT OF HEADTEACHER

Job Description

Post Title: Headteacher

Responsible to: The Governing Board of Redhill Primary School

Main Purpose: To carry out the duties of Headteacher in accordance with the Teachers' Pay and Conditions Act and other relevant statutory provisions.

Shaping the Future

The Headteacher will work with the Governing Board and others to create a shared vision and strategic plan which inspire and motivate pupils, staff, and all other members of the school community.

The Headteacher will:

- Ensure the vision for the school is clearly articulated, shared, understood, and acted upon effectively by all.
- Work within the school community to translate the vision into agreed objectives and operational plans which will promote and sustain school improvement.
- Demonstrate vision and values in everyday work and practice.
- Motivate and work with others to create a shared culture and a positive climate.
- Ensure creativity, innovation, and the use of appropriate new technologies to achieve excellence.
- Ensure that strategic planning and the school culture and curriculum take account of the diversity, values and experience of the school and community at large.

Managing the Organisation

The Headteacher will provide effective management of the school and continuously seek to improve organisational structures based on self-evaluation.

The Headteacher will:

- Take responsibility for safeguarding and promoting the welfare of children.
- Create an organisational structure which reflects the school's values, and enables the management systems, structures, and processes to work effectively in line with legal requirements.
- Produce and implement clear, evidence-based improvement plans and policies for the development of the School and its facilities.
- Ensure that, within an autonomous culture, policies and practices take account of national and local circumstances, policies, and initiatives.

- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.

- Recruit, retain and deploy staff appropriately and manage their workload to achieve the vision and goals of the school.

- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.

- Ensure that the range, quality, and use of all available resources are monitored, evaluated, and reviewed to improve the quality of education for all pupils and provide value for money.

- Use and integrate a range of technologies effectively and efficiently to manage the school.

Leading Learning and Teaching

The Headteacher has a central responsibility for raising the quality of teaching and learning. This involves high expectations, maintaining and evaluating outcomes and establishing a successful learning culture which all impact on pupils' achievement.

The Headteacher will:

- Ensure a consistent and continuous school-wide focus on pupils' achievement, using data and benchmarks to monitor progress in every student's learning.

- Ensure that learning is at the centre of strategic planning and resource management.

- Establish creative, responsive, and effective approaches to learning and teaching.

- Ensure a culture and ethos of challenge and support where all pupils can achieve success and become engaged in their own learning.

- Demonstrate and articulate high expectations and set stretching targets for the whole school community.

- Implement strategies which secure high standards of behaviour and attendance.

- Determine, organise, and implement a diverse, flexible curriculum and implement Assessment for Learning.

- Monitor, evaluate and review classroom practice and promote improvement strategies.

- Take a strategic role in the development of emerging technologies to enhance and extend the learning experience of pupils.

- Challenge under-performance at all levels and ensure action is taken to secure improvement.

Developing Self and Working with Others

Effective communication and relationships are key to effective headship. The Headteacher needs to build a professional learning community which enables others to achieve.

The Headteacher will:

- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Develop and maintain effective strategies and procedures for staff induction, professional development, and performance management.
- Ensure effective planning, allocation, support, and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Develop and maintain a culture of high expectations for self and for others.
- Regularly review own practice and achievements, set personal targets, and take responsibility for own personal development. Take account of feedback from others.
- Manage own workload and that of others to allow an appropriate work/life balance.

Securing Accountability

With values at the heart of leadership, the Headteacher has a responsibility to the whole school community and is accountable to a range of groups particularly pupils, parents, carers, Governors, and the DfE.

The Headteacher will:

- Take responsibility for establishing and monitoring the systems and culture of the school to promote and safeguard the welfare of young people.
- Fulfil commitments arising from contractual accountability to the Governing Board.
- Develop a school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility for outcomes.
- Ensure individual staff accountabilities are clearly defined, understood, and agreed and are subject to rigorous review and evaluation.
- Work with the Governing Board (providing information, objective advice, and support) to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of attainment and for achieving efficiency and value for money.
- Reflect on personal contribution to school achievements and take account of feedback from others.
- Develop and present a coherent, understandable, and accurate account of the school's performance to a range of audiences including governors, parents, and carers.

Strengthening Community

The Headteacher should engage with the internal and external school community to secure equity and entitlement and collaborate strategically and operationally with a wide range of partners to bring positive benefits.

The Headteacher will:

- Build a school culture and curriculum which takes account of the richness and diversity of the school's communities.
- Ensure learning experiences for pupils are linked into and integrated with the wider community.
- Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional, and cultural well-being of pupils and their families.
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.
- Seek opportunities to invite parents and carers, community figures, businesses, or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operate and work with relevant agencies to protect children.
- Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment.

Academy Trust

To be appointed as the Accounting Officer and as a Trustee.

Redhill Primary School

APPOINTMENT OF HEADTEACHER

Person Specification

Measurements: A = Application I = Interview R = Reference	
Qualifications	
• DfE recognised qualified teacher status/Qualified Teacher Learning and Skills (QTLS) status and registered with the Institute for Learning (IFL)	A
• Appropriate leadership and management training, accreditation, or qualifications, which may include NPQH, are considered desirable	A, I
Experience	
• Significant recent and relevant experience as a Headteacher, Deputy, or Assistant Headteacher	A, I, R
• A recent senior leadership post for at least 3 years	A, I
• A proven track record of successful leadership	A, I, R
• Successful experience of raising achievement	I, R
• Working with and engaging the involvement of external partners and the local community	A, I
• Successful teaching of pupils in the primary phase	A, R
• Planning, determining, and organising major curriculum areas	A, I
Knowledge and Understanding of current issues and best practice including:	
• Safeguarding children and young people	A, I
• What constitutes a good/outstanding school	I
• The process of strategic planning and school self-evaluation	A, I
• Ways to communicate and translate a shared vision into practice	A, I
• Leading the management of change	I
• Application of new technologies to teaching, learning and management	I
• Comparative data and performance indicators to establish benchmarks and set targets for improvements	I
• National policy framework and current educational legislation and initiatives	A, I
• Principles of effective teaching and assessment for learning	I
• Roles and responsibilities of Governing Body, LA the DfE and of the requirements for accountability	I
• School budget management and financial responsibilities	A, R
• Strategies for fostering school improvement, including attendance and behaviour for learning	I
• Equal opportunities and commitment to their pursuit	I
• Legal issues relating to school management	I
• Governance and compliance requirements of a Standalone Academy Trust environment	A, I

Measurements: A = Application I = Interview R = Reference	
Personal and Professional Qualities	
• Commitment to the welfare and safeguarding of young people	I
• Strong personal motivation and drive	I, R
• A genuine enthusiasm for, and commitment to, the development of young people, and concern for the development of colleagues and members of the wider school community	I
• The ability to inspire, motivate staff, students and the wider community and engage their active commitment to your vision	I, R
• Commitment to ensuring inclusion, addressing diversity and access	A, I
• Commitment to own personal and professional development and that of all staff	A, I
• High order analytical and problem-solving skills and the ability to make informed judgements	I
• Excellent communication skills in a variety of media to a range of audiences including students, parents/carers, colleagues, and the wider school community	A, I
• The ability to project the school in a positive way and establish the school at the heart of the community	I
• The ability to engage parents and carers in supporting children's learning	I, R
• The ability to fill the role of lead professional in classroom practice	R
• Commitment to an open, collaborative style of management	I
• Evidence of collaborative working and networking with others, within and beyond the school to build and sustain a learning community	A, I
• The ability to understand and appreciate the school's current strengths and the ways in which these might be further developed	I
• The ability to form and maintain appropriate relationships and personal boundaries with young people	I, R