



DERBYSHIRE COUNTY COUNCIL

SWANWICK PRIMARY SCHOOL

"Together We Achieve"

APPOINTMENT OF HEADTEACHER

Swanwick 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 (or earlier depending on candidate availability)
<u>Salary</u>	Group 3 Individual School Range L17 – L23
<u>Estimated Number on Roll</u>	400
<u>Teaching Establishment</u>	Head + 17.16 FTE
<u>Head teaching commitment</u>	Nil
<u>Management Structure</u>	Head, 2 Deputy Headteachers (2x 0.5), 0.5 Assistant Headteacher and 2 Senior Management Team Members Note: This is our interim staffing structure and may need to be reviewed by the incoming Head.

Location

The school is located in the village of Swanwick. This is near the towns of Ripley and Alfreton in Derbyshire and is on the Derbyshire/Nottinghamshire border. On the edge of the Peak District, the village enjoys excellent travel links, within minutes of both the A38 and M1, as well as national rail links.

Accommodation

The school is located in well-maintained buildings dating back to the 1960s. The buildings house 14 classrooms, a hall, staff room, library, learning support room, a servery kitchen and three offices, including the Headteacher's office.

Outdoors there are hard surface play areas, large grass areas and learning areas for EYFS.

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

Secondary Education

Most pupils that attend Swanwick Primary School from the normal area transfer to Swanwick Hall School, an 11 to 18 Comprehensive School.

OFSTED Inspection

The school was inspected in October 2022 and was judged to be a school Requiring Improvement.

Financial Budget 2015/2016

The school's basic school budget for this financial year is £1,726,937.

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 on 29th and 30th June 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: 11th June 2023