



Tansley Primary School

APPOINTMENT OF HEADTEACHER

Information for Candidates

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

<u>Date of Appointment</u>	September 2024
<u>Salary</u>	Group One Individual School Range L8 – L14
<u>Estimated Number on Roll</u>	84
<u>Teaching Establishment</u>	Headteacher + 4.2
<u>Headteacher commitments</u>	PPA Cover
<u>Management Structure</u>	Headteacher + SENDCO + Senior teacher
<u>Support Staff</u>	

Job Description	Hours	Posts
School Business Assistant	18	1
School Business Officer and Clerk to Governors	17	1
Teaching Assistants (General)	102.50	5
Teaching Assistants Apprentice	20	1
Senior Midday Supervisors	10	1
Midday Supervisors	14.10	2
Caretaker and cleaner	25	1

Location

The school is located in the village of Tansley, near to Matlock on the edge of the Peak National Park in Derbyshire. It is surrounded by beautiful countryside and has a range of outdoor facilities. The village lies close to good road links and is 7 miles from the A38 and 17 miles from the M1.

Accommodation

The school is located in one well maintained building dating back to 1949. The building houses 4 classrooms, a hall/dining room, a staff room, a library, a full kitchen with servery, and an office.

Outside there is a large hard surface play area, an EYFS area, raised beds, a pond, outdoor classroom, wildlife area, play equipment and a large grass area which is used for a range of outdoor activities.

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

Secondary Education

Most pupils transfer to Highfield Secondary School.

OFSTED Inspection

The school was inspected in May 2022 and was judged to be a 'Good' school.

Financial Budget

The school's basic school budget for this financial year is £502,078.

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 21 and 22 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 12 May 2024