



DERBYSHIRE COUNTY COUNCIL

HUNLOKE PARK PRIMARY SCHOOL

APPOINTMENT OF HEAD TEACHER

Hunloke Park 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>	April 2018																								
<u>Salary</u>	Group 2 Individual School Range: L13 – L19																								
<u>Estimated Number on Roll</u>	206																								
<u>Teaching Establishment</u>	Head + 8.2																								
<u>Head teaching commitment</u>	0																								
<u>Management Structure</u>	Head + Deputy Headteacher																								
<u>Support Staff</u>	<table><tr><th>Job</th><th>Hours</th><th>Posts</th></tr><tr><td>Administration</td><td>53.5</td><td>3</td></tr><tr><td>Teaching Assistants (General)</td><td>67.6</td><td>4</td></tr><tr><td>Teaching Assistants (SEN)</td><td>71</td><td>7</td></tr><tr><td>Senior Midday Supervisor</td><td>14</td><td>2</td></tr><tr><td>Midday Supervisors</td><td>49</td><td>7</td></tr><tr><td>Caretaker</td><td>30</td><td>1</td></tr><tr><td>Cleaner</td><td>32.25</td><td>2</td></tr></table>	Job	Hours	Posts	Administration	53.5	3	Teaching Assistants (General)	67.6	4	Teaching Assistants (SEN)	71	7	Senior Midday Supervisor	14	2	Midday Supervisors	49	7	Caretaker	30	1	Cleaner	32.25	2
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Location

The school is located in Wingerworth near the town of Chesterfield with good access to major road and rail networks.

Accommodation

The school is located in one well-maintained building. The building houses 9 classrooms, a hall, a staff room, a library, sensory, interview and music rooms and a servery kitchen.

Outdoors there is an outdoor classroom, a playing field, three playgrounds and a garden.

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

Secondary Education

Most pupils that attend Hunloke Park Primary School from the normal area transfer to Tupton Hall School.

OFSTED Inspection

The school was inspected in February 2014 and was judged to be a Good school.

Financial Budget 2017/18

The school's basic school budget for this financial year is £704,418 plus £34,424 CF of which £29,600 is Pupil Premium related.

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 21 and 22 November 2017.

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: 29 October 2017.