

February 2018

**Required for September 2018**

**Head of Year  
(TLR 1b, £9,474 plus five extra periods of non-contact time)  
Permanent**

Dear Colleague,

Thank you for your interest in this full-time position. We are looking to appoint a Head of Year from September 2018. This is an exciting career development opportunity for an ambitious teacher with aspirations for a senior leadership position in the future.

Following the semi-retirement of the current post-holder, after 27 years leading six year groups, we are looking to appoint an enthusiastic and dedicated professional to this crucial role in the school. Applicants must be exemplary tutors and outstanding practitioners who are passionate about working with young people and helping them develop into happy, confident and successful young adults.

The person appointed will join a very strong and committed Care & Guidance team. S/he will be responsible for a year group of approximately 280 pupils and for the leadership and management of a team of 10 tutors, including a deputy head of year. Year Heads remain with their year group through Years 7 to 11 and the person appointed will initially have responsibility for Year 7 from September 2018.

The high standards of care, guidance and academic monitoring of pupils achieved by the pastoral team underpin Sheldon's ethos. The successful candidate will be expected to build on these firm foundations and develop the role still further.

The intention is that the teaching commitment will be determined after the appointment, according to subject specialism.

You would be joining a very hardworking and supportive Care and Guidance team which has a strong collegiate atmosphere. We offer a full programme of induction and support to all colleagues who join us.

Sheldon is a great school. I have worked in six schools in total and am continually impressed by the positivity of the staff and the atmosphere around the school that is overwhelmingly happy and shows our students to be enjoying their learning in a thriving environment. On its visit to the school in June 2017 Ofsted commented that "the all-pervading caring ethos ensures that pupils are happy and able to thrive from the moment they arrive at school. The vibrant atmosphere created reflects the commitment to pupils' enriching and positive school experiences." It's simply a pleasure to come to work each day. I think you will find staff will say the same to you were you to ask them.

Hardenhuish Lane, Chippenham, Wilts. SN14 6HJ

**Headteacher:** Neil Spurdell BSc (Hons)

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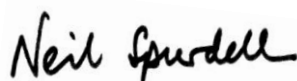


Fuller details are included to outline the all-round offer, but please also take the time to look at what happens in the school day-to-day by visiting our website. I hope that, having read the information, you will be keen to apply.

The successful candidate will be required to safeguard and promote the welfare of all pupils in the school and appointment will be dependent on an approved enhanced DBS check. If you decide to apply, please complete the application form and return it with a supporting letter (no more than two sides of A4 please).

The closing date for applications is **Thursday, 22<sup>nd</sup> February 2018 (12 noon)**. We would hope to interview by Friday, 2<sup>nd</sup> March 2018 so if you have heard nothing by this date, please assume you have been unsuccessful on this occasion. If this proves to be the case, I thank you for your interest in Sheldon School and best wishes for your future career.

Yours faithfully,

A handwritten signature in black ink that reads "Neil Spurdell". The signature is written in a cursive style with a large 'N' and a long, sweeping underline.

Neil Spurdell  
**Headteacher**