



DERBYSHIRE COUNTY COUNCIL

ALDERCAR INFANT and NURSERY SCHOOL

APPOINTMENT OF HEAD TEACHER

Aldercar Infant and Nursery 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>	Easter 2018		
<u>Salary</u>	Group 2 Individual School Range 11 - 17		
<u>Estimated Number on Roll</u>	196 (including nursery)		
<u>Teaching Establishment</u>	Headteacher + 7.55fte		
<u>Head teaching commitment</u>	0 hours		
<u>Management Structure</u>	Headteacher	}	Senior Leadership Team
	Assistant Headteacher	}	
	Foundation Stage Leader	}	
	Head of ERF	}	
	Teaching Staff	-	Middle Leaders
<u>Support Staff</u>	Job	Hours	Posts
	School Business Officer	33	1
	School Business Assistant	15	1
	Higher Level Teaching Assistant	37	1
	Teaching Assistants (General)	various	14
	Teaching Assistants (SEN)	various	3
	Senior Midday Supervisor	8.33	1
	Midday Supervisors	8.33	6
	Caretaker	32.5	1
	Cleaner	10	2

Location

The school is located in Langley Mill, near the town of Heanor. Langley Mill is easily accessible by road, being close to the A38, or just a few minutes from junction 26 of the M1. It is also accessible by rail, with a small local train station.

Accommodation

The school is located in one well-maintained building dating back to the 1960s. The building houses six classrooms, a hall, a staff room, library, a servery kitchen, Enhanced Resource Facility for Deaf & Hearing Impaired children, and two offices.

The school is situated within fenced grounds, incorporating a hard surface play area, soft surface nursery play area, and surrounding landscaped grass area. There are also three small canopied outdoor classroom areas, plus a small forest school site within the main grounds. The school also has access to an off-site forest school area, accessible through the Secondary School next door to the building.

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

Secondary Education

Most pupils that attend Aldercar Infant School from the normal area transfer to Aldercar High School, an 11 to 18 Comprehensive School.

OFSTED Inspection

The school was inspected in May 2013, and was judged to be an outstanding school.

Financial Budget 2017/18

The school's basic school budget for this financial year is £612,299, plus extra eligible funding £277,513.

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.***

Closing Date: Sunday 19 November 2017.

Interviews: It is intended that interviews will take place on Thursday and Friday, 11-12 January 2018. The Governors will be advised by a Local Authority HR Officer and Education Advisor.

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.