

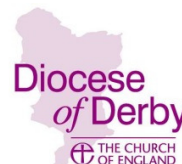


ACHIEVE your best  
BELIEVE in yourself  
CARE for others

DERBYSHIRE COUNTY COUNCIL

## BIGGIN C of E PRIMARY SCHOOL

### APPOINTMENT OF HEAD TEACHER



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

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#### Information for Candidates

**Date of Appointment**

September 2018

**Salary**

Individual School Range: L6 – L12

**Estimated Number on Roll**

38

**Teaching Establishment**

Head + 1.3 (+.5 supply until April 2018)

**Head teaching commitment**

Currently 0.6; to be negotiated

**Management Structure**

Head

**Support Staff**

<b>Job</b>	<b>Hours</b>	<b>Posts</b>
School Clerk	25.62	1
Teaching Assistants (General)	61.33	2
Teaching Assistants (SEN)	13	1
Midday Supervisor	8	2
Cleaner	11	1

**Location**

The school is located in the village of Biggin which is midway between the towns of Ashbourne and Buxton. The village is surrounded by the Peak District National Park and close to the A515.

**Accommodation**

The school is located in two well-maintained buildings, one dating back to 1849, the other more recent. The buildings house classrooms, a hall and a staff room/office. One room is used by Biggin Pre-School for three days each week.

Outdoors there is a hard surface play area at the front and back of the school, good sized playing field, gardens and other small grass areas.

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

**Secondary Education**

Most pupils that attend Biggin C of E School from the normal area transfer to Queen Elizabeth's Grammar School, an 11 to 18 Academy School in Ashbourne.

**OFSTED Inspection**

The school was inspected in October 2016 and was judged to be a good school.

**SIAMS Inspection**

The school was inspected in May 2017 and was judged to be a good Church School.

## **Financial Budget 2017/18**

The school's basic school budget for this financial year is £304,155 plus £9875 Pupil Premium funding.

## **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 16 and 17 January 2018.

*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:** 3 December 2017.