



## Woodville Federation of Schools APPOINTMENT OF HEAD TEACHER

### Information for Candidates



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

**Date of Appointment**

September 2020

**Salary**

Group 4, L19 – L25

**Estimated Number on Roll**

262 Infants/ 318 Juniors

**Management Structure**

Executive Headteacher  
Head of Schools  
Assistant Headteacher (infants)  
Asssitant Headteacher (Juniors)

**Support Staff**

| <b>Job</b>               | <b>Hours</b> | <b>Posts</b> |
|--------------------------|--------------|--------------|
| School Business Manager  | 32           | 2            |
| Admin Staff              | 57           | 2            |
| Teaching Assistants      | Various      | 37           |
| Senior Midday Supervisor |              | 2            |
| Midday Supervisors       |              | 19           |
| Caretaker                |              | 2            |

**Location**

The school is located near the town of Swadlincote. The town is surrounded by the National Forest and has access to major road and rail networks.

**Accommodation**

The Federation is split into two schools (infants and juniors) however they are located in one building with a shared reception area. The foundation building is opposite the main school.

Outdoors (infants) there is a tarmacked play area with outdoor play. Outdoor for the junior side has a tarmacked area with a grassed area. The school also has an outdoor MUGA which is shared between the schools

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

**Secondary Education**

Most pupils that attend Woodville Federation School from the normal area transfer to Granville School, an 11 to 18 Comprehensive School.

**OFSTED Inspection**

The Junior school was inspected in January 2019 and was judged to be a requires improvement school.

The Infant school was inspected in 2008 and was judged to be an outstanding school

### **SIAMS Inspection**

The school was inspected in May 2015 and was judged to be a good Church School.

### **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 18<sup>th</sup> and 19<sup>th</sup> March 2020

*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 535719.*

The Governors will be advised by a Local Authority HR Consultant and School Improvement Advisor.