

# Sedlescombe Church of England Primary School

Headteacher: Mrs Caroline Harvey



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Friday 12<sup>th</sup> April 2019

Dear Applicant,

## **Re: Deputy Headteacher Vacancy**

Thank you very much for showing an interest in the post of Deputy Headteacher at Sedlescombe Church of England Primary School commencing in September 2019. This vacancy has arisen due to the previous promotion of our existing Deputy Headteacher.

Sedlescombe is a rural one form-entry Church of England Primary School at the heart of the village. It is a happy school in which all strive to do their best for the children, their families and each other so that everyone reaches their full potential. The school has recently been judged by Ofsted as securely good and we now want to build on this to become an outstanding school.

We are a popular school which is currently oversubscribed and full in most year groups. As such the classrooms are well resourced and each class has a TA every morning with additional support linked to the needs within the class. PPA cover is provided either by our HLTA or TA3.

The successful applicant will have a teaching responsibility in Key Stage 2 (although there is the possibility of this being in Key Stage 1) and will teach for the equivalent of 3.5 days per week with 0.5 day PPA time and 1 day dedicated leadership time. The Deputy Headteacher will lead a core subject across the school and take the lead on assessment.

Please find available to download a copy of the job description and person specification for the post along with the application form and information about our vision and values. Please note that the supporting statement should be written to the person specification as all applicants will be judged against the person specification.

The deadline for applications is the end of the day on Wednesday 1<sup>st</sup> May; any applications received after this date cannot be considered. Completed applications should be sent to [head@sedlescombecep.e-sussex.sch.uk](mailto:head@sedlescombecep.e-sussex.sch.uk). Shortlisting will take place on Friday 3<sup>rd</sup> May. All shortlisted candidates will be contacted to invite them for interview. Interviews will take place in the week commencing the 6<sup>th</sup> May.

If you have any questions please do not hesitate to get in contact and visits to the school are welcomed and strongly encouraged. I look forward to receiving your application and wish you the best with your application.

Yours Faithfully

Mrs Caroline Harvey (Headteacher)

**Learning, Loving and Growing Together with God**