

TIBSHELF

COMMUNITY SCHOOL



RECRUITMENT PACK

OUR GUIDE FOR
PROSPECTIVE EMPLOYEES

"AIM HIGH"



www.tibshelf.derbyshire.sch.uk - 01773 872391

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Information about the school

Tibshelf Community School is a thriving, over-subscribed 11–16 secondary school, located in a stunning £17 million purpose-built site opened in November 2013. Serving a wide rural catchment across nine villages in North East Derbyshire, the school is home to over 830 students, with numbers exceeding the official PAN of 150 in every year group.

We are proud to be a school where **exceptional opportunities** are available to all. Our **outstanding curriculum** is enriched by a wide range of **superb experiences** that inspire ambition, creativity, and personal growth. We foster a **culture of high aspiration**, ensuring every student is supported to achieve their full potential, regardless of background.

Our inclusive ethos supports a diverse range of learners, including a significant proportion of students who are disadvantaged, have SEND needs, or are supported through EHCPs. We are committed to ensuring that every child thrives academically, socially, and emotionally.

Tibshelf is a **happy and supportive place to work**, where staff are genuinely valued, and wellbeing is taken seriously. We believe that a strong, motivated team is key to delivering excellence for our students, and we work hard to maintain a positive, collaborative culture.

Following our '**Good**' Ofsted judgement in all categories (September 2021), we continue to build on our strengths and strive for excellence in everything we do.

Key Stage 4 Examination Results

	2023%	2024%	2025%
English and Mathematics 'Standard Pass'	62.4	62.2	66
English and Mathematics 'Strong Pass'	39	39.2	45
EBacc 'Standard Pass'	16.5	31.1	23
Attainment 8	44.53	43.24	44.21

Ethos

Ofsted recognised that *"the values of tolerance and respect are a core part of the school's ethos"*, and we are proud to promote these values in every aspect of school life. We believe that children thrive when they feel happy, secure, and inspired — and we place their safety and wellbeing at the heart of everything we do.

Tibshelf Community School offers **exceptional opportunities** both within and beyond the classroom. Our **outstanding curriculum** is enriched by a wide range of **superb experiences** that foster curiosity, creativity, and ambition. We are committed to creating a **culture of high aspiration**, where every student is encouraged to aim high and achieve their personal best.

Our inclusive and supportive environment ensures that all students feel safe, valued, and motivated. High levels of attendance and participation reflect the strong sense of belonging and enjoyment our students experience. We are proud to be a **happy and collaborative place to work**, where staff wellbeing is prioritised, and every member of the team is recognised and supported.

Our vision is to build on these strengths and continue to grow a dynamic, innovative learning community rooted in excellence, inclusion, and aspiration.

Governing Principle

“Working together to make our school even better.”

Mission

Tibshelf Community School strives to be an outstanding learning community in which individuals are inspired, challenged and supported to become effective global citizens in the 21st century.

We Aim High Through Our Unrelenting Focus On

1. The Learner is at the heart of everything we do
2. Learning is exciting, engaging and inspirational
3. Working together as a professional community to ensure best outcomes for all

Looking Ahead

I am highly ambitious for the school and its community. I sincerely believe that we can make our school even better. We are absolutely committed to attracting the very best staff to Tibshelf and fully supporting their ongoing professional development, with improving the quality of teaching and learning, our core purpose.

If you are excited at the prospect of playing a key role in this, we look forward to hearing from you.

Visits to the school prior to application are both welcomed and encouraged. Please contact Mrs B Wright to arrange an appointment.

recruitment@tibshelf.derbyshire.sch.uk



Lucie Wainwright
Headteacher

Our School Improvement Plan

Alta Pete: Aim for the Highest

Governing Principle:

"Working Together To Make Our School Even Better"

Mission:

Tibshelf Community School strives to be an outstanding learning community in which individuals are inspired, challenged and supported to become effective global citizens in the 21st century.

We aim high through our unrelenting focus on:

The Learner is at the heart of everything we do

We aim high through our 'I can' culture building a climate of resilience to create independent 21st century learners
We aim high by having excellent practices for facilitating mental health and well-being
We aim high through developing an innovative KS3 curriculum that stretches, challenges and prepares independent learners for the increased demands of KS4
We aim high through developing a relevant KS4 curriculum that is accessible for all and develops independent learners as lifelong learners
We aim high to ensure that all learners achieve their potential and that all gaps are closed
We aim high through having the highest expectations of ourselves, each other, our school and the community

Learning is exciting, engaging and inspirational

- 2.1 We aim high through creating exciting, engaging and inclusive learning spaces
- 2.2 We aim high through challenge in our teaching to enable learners to be aspirational and make significant progress
- 2.3 We aim high through every lesson being challenging, exciting and engaging for all students
- 2.4 We aim high through ensuring that all our parents know what learning looks like at Tibshelf
- 2.5 We aim high through excellent professional development to ensure that all staff are experts in subject knowledge
- 2.6 We aim high by collaboratively working to deliver learning that enables students to be independent, reflective and resilient

Working together as a professional community to ensure best outcomes for all

We aim high by being cutting edge with new initiatives and legislation
We aim high through professionalism at all levels with a 'no excuses' culture
We aim high through using expert staff to develop others and actively promote an 'open door' culture
We aim high through collaborative working to highlight potential CPD
We aim high by ensuring that we have 'excellent' strategic and operational resourcing by having all staff (including Governors) in the right jobs with the right skills and specialist knowledge supported by outstanding CPD
We aim high through a rigorous Performance Management system linked to accountability and school improvement
We aim high by developing consistently excellent leadership at all levels across the school
We aim high through high quality of services and products
We aim high through safe and secure working environments
We aim high through recognising the health and wellbeing of our staff to enable effectiveness, high levels of productivity and innovation

Staff Health and Wellbeing

We recognise the importance of ensuring that all staff at Tibshelf Community School enjoy a healthy work-life balance in order to ensure they can not only provide the best teaching and learning outcomes to our students, but that the school can promote a culture of progress and wellbeing at all levels.

We work hard offering a variety of initiatives, services and events to provide a well-rounded sense of wellbeing. A happy working life and career at Tibshelf Community School is supported by some of our key wellbeing initiatives including:

- Whole Staff Induction programme
- 1-1 personalised performance management/appraisal system
- Mentors for ECTs
- Exemplary CPD programme
- Leadership Development Opportunities
- Celebration Events
- Sports & social events
- Dedicated department bases for teaching faculties
- On-site parking
- Laptops with secure home-school access for all teaching staff
- Extended access to school during our wider opening hours
- Access to the canteen and dining facilities

In addition to the above, all staff members have access to complimentary medical and wellbeing support services available 24 hours a day / 7 days a week including (but not exhaustive):

- Nurse support service
- Emotional support and counselling
- Workplace assessments
- Occupational health referrals for access to Physiotherapy and workplace adjustments

The Application Process

Closing date:	Sunday 10 th May 2026
Proposed interview:	W/c 11 th May 2026
Start Date:	As soon as possible

You can apply via Derbyshire County Council's website alternatively send your completed application form to recruitment@tibshelf.derbyshire.sch.uk If you would prefer a paper copy of the form, please contact reception.

If you are short-listed, you will be emailed with the arrangements for the interview.

Unfortunately, if you have not been contacted prior to the interview day, your application has not been successful on this occasion.

Tibshelf Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All staff and volunteers are required to undertake a criminal record check via the DBS before they can be appointed.

**Unfortunately, due to Safer Recruitment regulations, we are not able to accept a CV.
Please note if you are shortlisted for interview, there may be online checks.**

Job Profile

Post:	Cleaner
Pay Range:	Grade 3
Base:	Tibshelf Community School
Responsible to:	Cleaning Supervisor

Specific Responsibilities:

Job Summary:	<ul style="list-style-type: none">Working under the direction of the Cleaning Supervisor undertake individually, or as part of a team, the cleaning of designated internal areas to provide an efficient and effective cleaning service to the required standards.
General Duties:	<ul style="list-style-type: none">Empty litter bins and remove waste to designated areasSweep floorsMop floorsUse electrically powered machineryDust, wipe, polish as necessary all areas including, but not limited to, furniture, ledges, skirting boards, sill, shelves and fittingsClean toilet areas to include, but not limited to, toilets, hand wash basins, vanity units, mirrors, dispensers, and dryersClean internal glazingRemove chewing gum or other substances, at the earliest opportunity, which may cause additional damage to floors, equipment, or clothing.Report any damage, breakages, graffiti or other Health and Safety related issues to the Cleaning Supervisor at the end of each shift.In times of staff absence provide additional support to other areas as the need requires under the direction of the Cleaning Supervisor.On leaving each room/area, if unoccupied by others, secure by locking all doors/windows etc.

Key relationships:

- Line managed directly by the Cleaning Supervisor under the direction of the Premises Manager and the Business Services Manager for Estates.
- In times of absence the line management duties may pass to the Site Supervisors.

Key results areas include:

- To carry out all cleaning tasks as instructed by management.
- A willingness to undertake any relevant/additional training the role may require.
- Adhere to the manufacturer's guidance in the use of cleaning equipment and chemicals to carry out each task as required.
- Conform to all Health and Safety regulations, policies and guidance relevant to the task in hand. Particularly, but not limited to, work at height, electrical safety, slips and trips, and COSHH.
- Comply with all school policies and procedures at all times.
- Appreciate and support the role of other professionals
- In times of staff absence provide additional support to other areas as the need requires under the direction of the Cleaning Supervisor. This may, at times, require the working of additional hours for which remuneration will be applied.

- Attend and participate in meetings, training relevant to the whole school.
- Be responsible for the upkeep and maintenance your cleaning equipment. Carry out regular cleaning, checks and report any faults immediately to the Cleaning Supervisor.
- Carry out any other reasonable duties within the overall function, commensurate with the grading and level of responsibility of the post.

General Responsibilities:

Confidentiality and Disrepute

You are required to maintain an appropriate standard of confidentiality at all times regarding information you encounter pertaining to students, staff, volunteers or governors.

You are required to not partake in any action which the school deems to bring the school or any of its stakeholders into disrepute.

Equality and Diversity

Act in accordance with the School's and Local Authority's Equality and Human Rights Policy.

Health and Safety

Ensure own compliance with school's Health and Safety Policy/Procedures and that of any resources you have responsibility for.

Some duties may have specific exposure to noise (i.e. vacuums), and some may have specific requirements for physical effort, such as mopping.

Risk Management

Contribute to risk awareness through carrying out of duties and raise issues where appropriate.

Safeguarding

Adhere to the school's safeguarding policy.

NOTES:

- The above duties are not exhaustive and the postholder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Management Team.
- To take responsibility for the implementation of and compliance with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- This job description will be kept under review and may be amended via consultation with the individual, Governing Body and/or Senior Leadership Team as required. Trade Union representation will be welcomed in any such discussions.

Person Profile

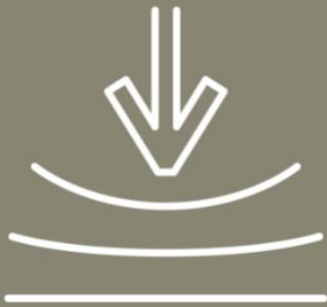
Job Title:	Cleaner	Ref:
Section:		
Job Family:		Job Grade: 3

	Essential	Desirable	Evidence
Experience	<ul style="list-style-type: none"> Working as part of a team 	<ul style="list-style-type: none"> Working in a school environment Competent in the use of commercial cleaning equipment 	<ul style="list-style-type: none"> Application form Probing at interview
Skills and knowledge	<ul style="list-style-type: none"> Communication skills, both written and oral Ability to work independently, flexibly and confidentially. Ability to comply and work within school procedures and policies Attention to detail Ability to prioritise workload 	<ul style="list-style-type: none"> Knowledge of statutory policies and procedures affecting schools Knowledge of guidance relating to cleaning chemicals (eg COSHH, manual handling) 	<ul style="list-style-type: none"> Application form Probing at interview
Personal Effectiveness	<ul style="list-style-type: none"> To work effectively with different people across different areas To complete work and plan work independently To exercise a safe working environment 		<ul style="list-style-type: none"> Application form Probing at interview
Qualifications		<ul style="list-style-type: none"> Minimum grade C or equivalent in English and Maths First Aid 	<ul style="list-style-type: none"> Application form Probing at interview Certificates of achievement



TIBSHELF COMMUNITY SCHOOL

CHARACTER VALUES



Resilience



Respect



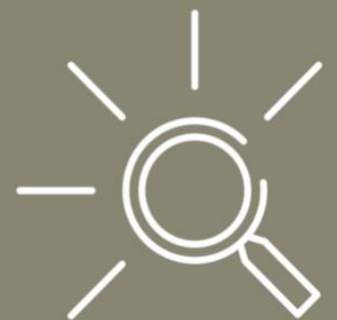
Positivity



Integrity



Community Spirit



Curiosity

