



St Wystan's  
A REPTON SCHOOL

Applicant  
**INFORMATION**

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[stwystans.org.uk](http://stwystans.org.uk)

# School Organisation

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St Wystan's is a non-selective, co-educational school for pupils aged 4-11. The Pre-prep and Prep consist of Reception to Form 6, with one class per year group and places for 16-18 pupils in each class. Whilst there are organisational differences between the ways in which school life is structured for Early Years, Pre-Prep and Prep pupils, the school operates as one unit throughout.

The majority of our pupils transfer through the entire school and proceed to their first choice of independent senior school at the end of Form 6, often with scholarships and exhibitions including academic, art, music and sports awards. Many other pupils move on to grammar and state schools in the local area.



# The School & Facilities

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St Wystan's School was founded in 1926. It is a co-educational school located in the picturesque village of Repton. The School merged with Repton School in September 2020, however remains independently run, with its own separate identity. It has approximately 80 pupils aged between 4 and 11 years and operates a five-day week, providing wrap-around care from 7.45am to 6.30pm.

The School occupies two buildings arranged around a central playground. The Reception class is situated separately from the main school and has its own outdoor classroom, specifically designed to cater for younger children's needs.

Through our links with Repton School, we have access to premium facilities including the Repton Sports Centre and swimming pool, tennis courts, astro pitches, a large sports field and an orchard which is utilised for outdoor learning.



REPTON

# Our Staff

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The School's senior leadership team consists of the Headteacher, a Deputy Head and Operations Manager.

St Wistan's School provides a stimulating and exciting working environment where staff are given opportunities to grow and develop their individual journey. We offer a thorough induction programme where staff are fully supported on their entrance to the school, and a continuous professional development programme through a structured appraisal process and regular CPD.

The School enjoys a talented, committed and loyal teaching staff. In addition to form teachers, there are specialist teachers for PE and swimming, MFL, drama, science and music, a LAMDA teacher and many peripatetic music teachers. We are a close-knit, happy family and have several social events throughout the year to ensure we have the right balance of work and play!

All staff who teach at St Wistan's make contributions to school life through our extra-curricular programme. The school has a strong community feel and new members of staff invariably speak of the supportiveness and friendliness of their colleagues and the pupils. ECTs are given full support during their induction period.

Staff meetings are held weekly and may be general in nature or consider a particular subject or aspect of school development and life. Meetings are manageable and we ensure that they are neither unnecessary nor time-consuming: everyone needs a little time to take stock!

There are teaching assistants working throughout the School in all classes and offering the support where best needed. Designated staff provide supervision and support at lunchtime and school meals are prepared on site by our cooks.

# Our Aims

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To **NURTURE**  
the individual



To **INSPIRE**  
academic success



To **PREPARE** children  
for their future,  
whatever that may  
entail



For children to **ACHIEVE**  
their first choice of senior  
school, one in which the  
child will thrive and  
succeed



# Learning at St Wystan's

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St Wystan's offers a broad and balanced curriculum, covering all areas of a primary curriculum, enhanced by our specialist teaching in drama, music, science, MFL, woodland school and PE and swimming. In Forms 5 and 6, we also have specialist teaching for Maths and English. As a staff body, we pride ourselves on knowing our children well, nurturing their strengths and challenging their thinking.

Our pupils have access to many musical and drama opportunities over the year through formal and informal performances, form assemblies and house and fun competitions. Every pupil has the opportunity to perform and take to the stage. Sport is another strength, with many fixtures held against neighbouring schools inspiring not only competitiveness but also a recognition of being part of a team and participation. Sports Day is a highlight in the School calendar.



# Pastoral

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Pastoral care is paramount to our pupils and staff welfare. There is a simple and effective system of rewards and sanctions.

A house system is in place and all children and staff are associated with one of the four houses. The children are able to earn house points for good behaviour and kindness as well as for academic or sporting achievement. All staff are responsible for helping to ensure that all the children are happy in school. The school prides itself on its outstanding pastoral care.



# Terms & Conditions

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The School has its own salary scale, depending upon the role and responsibility. We believe in supporting teachers' professional development; in addition to internally organised staff training, teachers at the school are encouraged to attend courses, conferences and visit other schools which will further their expertise and career.



St Wystan's is a truly unique school where children are genuinely happy and develop a love of learning within a family orientated community. We believe that children achieve academic success when they are happy and fulfilled.

At St Wystan's each child is recognised as an individual and is fully supported to grow and develop at their own unique rate.

As part of a small school, our children have the space to shine; discovering their talents and strengths whilst dealing with their inevitable weaknesses. All children have the opportunity to compete in school teams, fun competitions, perform in assemblies and concerts and most importantly, be valued. Everyone is someone at St Wystan's, no matter what they contribute to the school.

*More information can be found at [www.stwystans.org.uk](http://www.stwystans.org.uk)*





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## Application & Recruitment Process

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- Applications will only be accepted from candidates completing the appropriate School Application Form in full.
- Candidates should be aware that all posts at St Wystan's School involves the responsibility for safeguarding children, although the extent of that responsibility will vary according to the nature of the post.
- Shortlisted applicants are required to disclose any convictions, cautions, reprimands or final warnings. Information relating to this is sent along with the interview invitation. Advice regarding disclose at be found at: <https://unlock.org.uk/guide/disclosing-to-employers/> and <https://www.gov.uk/tell-employer-or-college-about-criminal-record>

The successful applicant will be required to complete an Enhanced Disclosure from the

- Disclosure and Barring Service or show proof of a recent certificate.

The School will normally seek references on shortlisted candidates. The School may also approach previous employers for information to verify particular experience or qualifications, before interview. These will be shredded if your application is unsuccessful but retained on file if you are appointed.

In accordance with the Children Act, any appointment to the St Wystan's staff is conditional on criminal records clearance and the successful candidate will be required to supply the necessary information and documentary evidence. References will be obtained on all candidates called for interview and applicants should be aware that the interview will contain questions relating to the candidates' suitability to working in a post involving children.

The deadline for receipt of applications is shown on the advert, although early applications are encouraged. All applications will be acknowledged by email. References will be taken up prior to interview unless you have advised us otherwise.

## Health

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The successful applicant will be required to complete a Health Declaration once a formal offer of employment has been made and accepted. Children Act and Referees Successful appointment will be dependent upon statutory criminal conviction checks including an enhanced DBS Check in accordance with the Children Act, as well as favourable reports from two referees. It will be assumed that the School may contact your nominated referees without further reference to you, unless you specify any alternative arrangements. Friends and family may not be used as referees. One referee must be your current or most recent employer. If you are not currently working with children, but have in the past, you must supply that employer's name, as a referee.

Please note that applications for roles, which involve regulated activity with children, it is an offence to apply for the role if they are barred from engaging in regulated reactivity related to children.

## Child Protection Policy

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All applicants must be familiar with our Child Protection Policy which can be found here: [Safeguarding-and-Child-Protection-Policy-Sep-2023.pdf \(stwystans.org.uk\)](https://www.stwystans.org.uk/Safeguarding-and-Child-Protection-Policy-Sep-2023.pdf).

*It is the School's policy to employ the best qualified personnel and to provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of their race, colour, national or ethnic origin, sex, sexual orientation, marital or civil partnership status, religion or religious belief, disability or age. All new appointments are subject to a probationary period.*

# Safeguarding Statement

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The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. A copy of the School's 'Recruitment, selection policy, and 'Safeguarding and Child Protection policy' is available for download from the School's website.

- **Hard copies of all application forms are kept for 12 months following the recruitment process and then shredded.**
- **Electronic copies of application forms received will be printed and retained as above; electronic versions will only be kept for the duration of the recruitment process and deleted when an appointment is made.**

## Conditional Offer of Appointment Pre-Appointment Checks

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Any offer to a successful candidate will be conditional upon:

- Receipt of two written satisfactory references (if these have not already been received).
- Verification of identity, qualifications and the right to work in the United Kingdom.
- Self-declaration of physical and mental fitness to discharge the responsibilities required by the post.
- Receipt of a satisfactory Enhanced Disclosure from the Disclosure and Barring Service, to include a Barred List check. You are required to bring in your Disclosure certificate to the Bursar as soon as you receive it from the DBS.
- For teaching posts (including sports coaching) – verification of professional status (e.g. GTC registration, QTS, NPQH), verification of successful completion of statutory induction period, and a check of the prohibition from teaching list.

- For management posts (including heads of academic departments, SLT and governors) – a check of the Section 128 Barring List (Prohibition from Management in Independent Schools).
- Where a teacher has worked in the European Economic Area, a check of the list of teachers sanctioned in other EEA member states.
- Where the successful candidate is a foreign national or has lived or worked overseas for a period of 3 months or more in the previous five years - or longer, if deemed necessary by the School - the candidate will be required to provide a Certificate of Good Conduct from the relevant country/ countries.
- Satisfactory completion of the required Probationary Period (as outlined in the Offer of Appointment letter).

**PLEASE NOTE** where a candidate is:

- found to be on the Barred List or the Protection of Children Act List, or the DBS Disclosure shows he/she has been disqualified from working with children by a Court; and/or
- found to have provided false information in, or in support of, his/her application; and/or
- found to be the subject of serious expressions of concern as to his/hersuitability to work with children

The facts will be reported to the Police and/or the Derbyshire Children’s Safeguarding Board.



If you have any queries regarding the Application and Recruitment Process please do not hesitate to contact the Operations Manager, Miss Natasha Lomas:

[operations@stwystans.org.uk](mailto:operations@stwystans.org.uk)

01283 703258

St Wystan’s School, High Street, Repton, Derbyshire, DE65 6GE

## Self-Declaration for Shortlisted Candidates

*Should you be shortlisted and invited to interview, you will be required to complete this form.*

Name:

Role applied for:

	Delete as appropriate	Details
Do you have a criminal history?	Yes / No	
Are you included on the children's barred list?	Yes / No	
Are you prohibited from teaching?	Yes / No	
Are you prohibited from taking part in the management of an independent school?	Yes / No	
If applicable, please provide information about any criminal offences committed in any country in line with the law as applicable in England and Wales, not necessarily the law in your country of origin or where they were convicted.	Yes / No	
Are you known to the police and children's local authority social care?	Yes / No	
Have you been disqualified from providing childcare?	Yes / No	
Please provide any relevant overseas information that might be relevant to your application	Yes / No	

Signed:

Name (printed):

Date: