

County Hall
Matlock
Derbyshire
DE4 3AG

Contact details are at the end of this letter.

**To: Headteachers of all maintained
Schools**

Date: 02 March 2026

Dear Headteacher

HR Recruitment & Payroll Traded Services Package 2026/27

We are pleased to share an update on the HR Recruitment & Pay traded services offer for 2026/27.

First, thank you for choosing our services throughout 2025/26. We hope you've experienced the high-quality payroll and recruitment support our teams are committed to delivering. If you have any outstanding pay queries, please contact the Traded Payroll Team at traded@derbyshire.gov.uk — we are always happy to help.

From 1 April 2026 to 31 March 2027, the updated HR Recruitment & Pay Contract will be available to view and purchase on S4S under HR Recruitment and Pay Contracts 2026/27. There, you will find full details of:

- Pricing for the 2026/27 offer
- What's included in the service package
- How to purchase your HR Recruitment & Pay service for the coming year

We hope you will continue to benefit from the expertise, accuracy and deep understanding of terms and conditions that our dedicated HR Services teams provide. We remain committed to supporting you and your schools throughout 2026/27, ensuring seamless recruitment and payroll processes every step of the way.

If you have any questions in relation to our traded services offering or service provision please contact Matthew Edinboro by email matthew.edinboro@derbyshire.gov.uk or Carrie Ann Limb carriann.limb@derbyshire.gov.uk

Yours sincerely



Matthew Edinboro
Payroll Manager